



Orange County Planning & Inspections Department
131 W. Margaret Lane, Suite 200, Hillsborough, NC 27278
919-245-2575 or planningapps@orangecountync.gov

Zoning Atlas Amendment – Rezoning Application

Please check all applicable boxes and complete the required documentation. Additional information and submittal requirements are contained in Sections 2.8 and 2.9 of the Unified Development Ordinance (UDO).

If completing by hand, please use black or blue ink.

\* Please fill out all required fields

Date: \_\_\_\_\_ Rezoning Request: [ ] Conventional District [ ] Conditional District

Contact Information\*

Property Owner(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant (if different than property owner): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Property Information\*

Parcel ID Number (PIN): \_\_\_\_\_ Total Acreage: \_\_\_\_\_

Address: \_\_\_\_\_

Future Land Use Map Classification: \_\_\_\_\_

Current Zoning Designation: \_\_\_\_\_

Requested Zoning Designation: \_\_\_\_\_

If applicant/owner are different people, include a signed, notarized, statement indicating that the owner has authorized the applicant to submit the request. In cases where there are multiple property owners, please attach an additional document containing their signatures authorizing the submission of the application or other legal documentation establishing the applicants' right to file on their behalf.

Other Submittal Requirements\*

Conventional District Rezoning Application

Based on Section 2.8.3 of the Unified Development Ordinance (UDO):

- [ ] A map, at a legible scale, showing the property(s) subject to the request. A map may be procured at the Planning Department for a fee in accordance with the adopted Orange County Fee Schedule.
[ ] A legal description of the property(s) proposed for rezoning.
[ ] A list showing the names and addresses of all adjacent property owners within 1000-feet of the subject property.
[ ] A detailed narrative denoting the following:
i. The alleged error in the Zoning Atlas (if any) that will be corrected by the proposed request.

- ii. The changed, or changing, conditions (if any) that makes the proposed amendment reasonable necessary to promote the public health, safety, and general welfare.
- iii. How the proposed amendment is consistent with, or carries out the intent and purpose of the adopted Orange County Comprehensive Plan, or part thereof.

The filing fee per the adopted Orange County fee schedule.

**Conditional District Rezoning Application**

Based on Section 2.9.2 (C) of the Unified Development Ordinance (UDO):

A site plan prepared in accordance with the provisions of Section 2.5 of the UDO. Applications for a Master Plan Development (MPD) Conditional District (CD) shall adhere to the site plan preparation requirements outlined in Section 6.7 of the UDO.

All CD applications, regardless of type, shall include a detailed landscape plan showing the location of on-site significant trees; proposed screening, buffers, and landscaping; and any proposed treatment of any existing natural features.

A detailed description of the proposed use of property including an outline of the proposed development. This will include a detailed summary of proposed utility services. The utility service plan for applications for a Home Park (HP) CD shall specify if the proposed services are temporary or permanent connections.

A detailed traffic survey, regardless of estimated daily trips, prepared in accordance with North Carolina Department of Transportation requirements and Section 6.17 of the UDO.

The appropriate environmental document(s) prepared in accordance with Section 6.16 of the UDO.

A schedule of construction of all elements of the proposal.

Other information identified during the pre-application conference deemed essential to demonstrate the project’s compliance with these regulations.

The filing fee per the adopted Orange County fee schedule.

**Certification and Signatures\***

I (we), the undersigned, have been made aware of the process for the review and action associated with a UDO Zoning Atlas Amendment application and understand only completed applications, containing all information required by the Orange County UDO, shall be reviewed and acted upon by the County. Further I (we) understand that any assistance I (we) may receive from County staff in preparing this application in no way guarantees a favorable recommendation by staff on the merits of this proposal nor does it guarantee an approval of the proposed atlas amendment by the County.

\_\_\_\_\_  
**Owner Signature(s)**

\_\_\_\_\_  
**Applicant Signature** (if different from owner)

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**