



County of Moore Planning and Inspections

Inspections/Permitting: (910) 947-2221
Planning: (910) 947-5010
Fax: (910) 947-1303

TEXT AMENDMENT APPLICATION PACKET

Purpose

A text amendment is a change to the regulations contained within the Unified Development Ordinance.

Step 1. Pre-Application Meeting with Planning Staff

The applicant must schedule a pre-submittal meeting with Planning Staff to discuss the preliminary assessment of the request, adopted plans, and process.

Step 2. Application Submittal

The applicant must submit a complete application packet on or before the submittal deadline. This includes:

- Application Fee \$400 plus postage for adjacent properties.
- Completed Moore County Text Amendment Application.

Step 3. Administrative Review / Required Notifications

Planning Staff will review the request and provide the following public notifications prior to both the Planning Board meeting and the Board of Commissioners meeting / public hearing:

- A notice will be placed in the newspaper containing information about the meeting.

Step 4. Planning Board Meeting

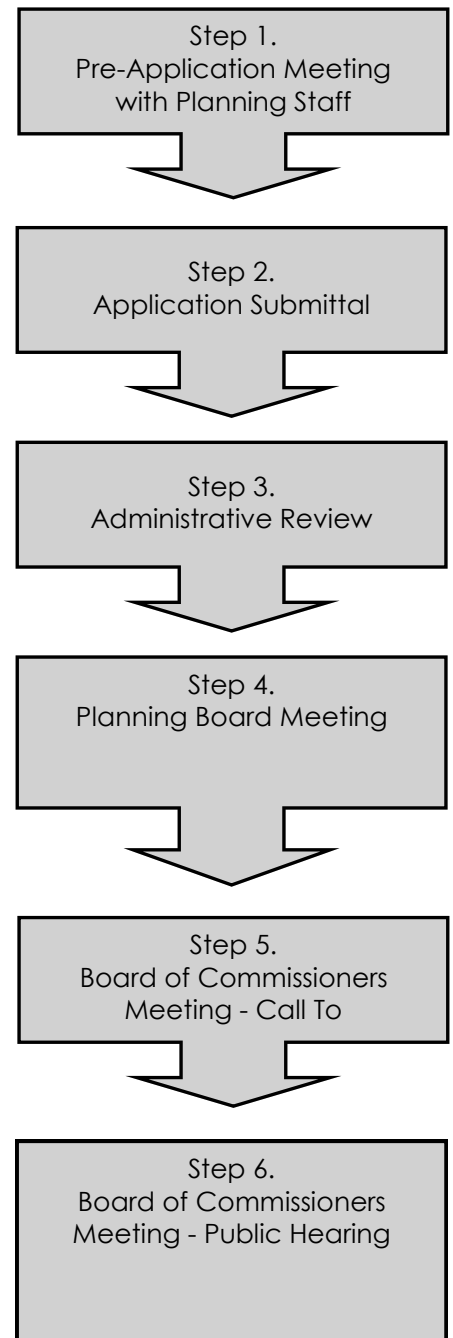
Planning Staff will present the request to the Planning Board. It is **highly recommended** that the applicant attend the meeting to answer any questions raised at the meeting. The Planning Board will make a recommendation to the Board of Commissioners.

Step 5. Board of Commissioners Meeting—Call To

Planning Staff will present the request to the Board of Commissioners to schedule a Public Hearing. Applicant need not be present at this meeting.

Step 6. Board of Commissioners Meeting—Public Hearing

Planning Staff will present the request to the Board of Commissioners. A public hearing will be held. It is **highly recommended** that the applicant attend the meeting to answer any questions raised at the meeting. The Board of Commissioners may approve the amendment, deny the amendment, or send the amendment back to the Planning Board for additional consideration.



Application Submittal Deadlines / Meetings

A date and location for a public hearing will be set (subject to change) once a complete application is submitted to the Planning Staff.

<u>Application Deadline</u>	<u>Planning Board Public Hearing</u>
October 17, 2022	December 1, 2022
November 21, 2022	January 5, 2023
December 19, 2022	February 2, 2023
January 17, 2023*	March 2, 2023
February 20, 2023	April 6, 2023
March 20, 2023	May 4, 2023
April 17, 2023	June 1, 2023
May 22, 2023	July 6, 2023
June 19, 2023	August 3, 2023
July 24, 2023	September 7, 2023
August 21, 2023	October 5, 2023
September 18, 2023	November 2, 2023
October 23, 2023	December 7, 2023

Meeting Location

Planning Board meetings are held at 6 pm in the Commissioners Meeting Room on the second floor of the Historic Courthouse in Carthage, NC.

Board of Commissioners meetings are held at 5:30 pm in the Commissioners Meeting Room on the second floor of the Historic Courthouse in Carthage, NC.



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TEXT AMENDMENT APPLICATION

Application Date: _____			
Applicant: _____		Phone: _____	
Applicant Address: _____	City: _____	St: _____	Zip: _____
Please describe the proposed changes below (attached additional sheets if needed): _____ _____ _____ _____			
I (We), the undersigned, certify that all statements furnished in this application are true to the best of my (our) knowledge, and do hereby agree to follow all reasonable requests for information as designated by the County of Moore Zoning Administrator.			
_____ Applicant/Owner Signature		_____ Date	
_____ Applicant/Owner Signature		_____ Date	
Office Use Only: PAR ID: _____ _____ Received By _____ Date _____			