Feb. 19th Deadline
April 5th Meeting 7pm
May ~~3rd~~ 16th BOCC Meeting 7pm

RA-CD #2

APPLICATION FOR CONDITIONAL REZONING

THIS SECTION FOR OFFICE USE			
Application No.	ZMA-CD 160-2016	**Date**	2/9/2016
Application Fee	$ 500	**Receipt No.**	Invoice #84
Pre-Application Conference	2/1/2016	**Hearing Date**	PB 4/5/2016 BOCS 5/16/2016

SECTION 1: APPLICANT INFORMATION			
Applicant's Name:	Charlotte P. Kelly	**Owner's Name:**	Charlotte P. Kelly
Applicant's Address:	5350 Pt. Caswell Rd	**Owner's Address:**	5350 Pt. Caswell Rd.
City, State, & Zip	Atkinson, NC 28421	**City, State, & Zip**	Atkinson, NC 28421
Phone Number:	910-283-5687	**Phone Number:**	910-283-5687
Legal relationship of applicant to land owner:	Same		

SECTION 2: PROJECT INFORMATION			
Property Identification Number (PIN):	2257-66-1048-0000	**Total property acreage:**	.47 acres
Current Zoning District:	RP	**Proposed Zoning District:**	RA-CD
Project Address or Location:	5230 Point Caswell Road		

Proposed Uses to be Considered (Include NAICS Code):

453 MISC. Store Retailers
7222 Limited service Eating Place
445 Food and Beverage Stores

Proposed Uses to be Eliminated from Consideration (Include NAICS Code):

All other not listed above

SECTION 3: SIGNATURES

Applicant's Signature	Charlotte P. Kelly	**Date:**	2-1-16
Owner's Signature	Charlotte P. Kelly	**Date:**	2-1-16

NOTICE TO APPLICANT

1. Applicant must also submit the information described on the Rezoning Checklist.
2. Applicant or agent authorized in writing must attend the public hearing.
3. Once the public hearing has been advertised, the case will be heard unless the applicant withdraws the application or unless the Planning Board or other authorized person agrees to table or delay the hearing.
4. All fees are non-refundable
5. A complete application packet must be submitted prior to the deadline in order to be placed on the next Planning Board Agenda

Conditional (Zoning Map) Amendment Checklist

☑	Signed application form
☑	Application fee $1500
☑	A list of names and addresses, as obtained from the county tax listings & tax abstract, all adjacent property owners, including property owners directly across any road or road easement, & owners of the property under consideration for rezoning.
☑	Two (2) business size envelopes legibly addressed with **first class** postage for each of the adjacent and abutting property owners on the above list.
☑	Accurate legal description or a map drawn to scale showing the property boundaries that are to be rezoned, in sufficient detail to for the rezoning to be located on the Official Zoning Map.
☐	12 (11"x17") map copies to be distributed to the Planning Board
☐	20 (11"x17") map copies to be distributed to the Board of Commissioners
☐	Digital (.pdf) submission of all application materials
☐	Public Input Meeting Report (Section 3.4.3 or see Public Input Meeting on the first page of this application)
☑	A description and/or statement of the present and proposed zoning regulation or district boundary and stating why the request is being made and any information that is pertinent to the case. If the owner and applicant are different, the letter must be signed by both parties.
☑	All applications which specify an intended use must include a generalized site development plan drawn to a suitable scale, supporting information and text which specifies the use or uses intended for the property and any development standards to be approved concurrently with the rezoning application
☑	A generalized site development plan shall include the following items: ☐ A vicinity map drawn to a suitable scale which illustrates adjacent or nearby roadways, railroads, waterways & public facilities. ☐ A (metes and bounds) boundary of the parcel or portion of the parcel to be rezoned and developed. ☐ All existing easements, reservations and rights of way. ☐ Delineation of all Areas of Environmental Concern including but not limited to federal jurisdictional wetlands. ☐ For residential uses, the number of units, heights and a generalized location. For non-residential uses, the height, approximate footprint and location of all structures. ☐ If a known use is proposed: Traffic impact report, parking and circulation plans illustrating dimensions, intersections and typical cross sections. ☐ All proposed setbacks, buffers, screening and landscaping. ☐ Phasing. ☐ Signage. ☐ Outdoor lighting. ☐ Current zoning district designation and current land use status. ☐ Other information deemed necessary by the Administrator, Planning Board, or Board of Commissioners, including but not limited to a Traffic Impact Analysis or other report from a subject matter expert.

Office Use Only

ZMA-CD Fees: (*$500.00 for first 5 acres; $10/acre thereafter up to 1,000 acres; $5/acre thereafter*)	**Total Fee Calculation: $**

Attachments Included with Application: (Please include # of copies)

CD /other digital version	☐ Y ☐ N	Plan Sets	# of large	# of 11X17	Other documents/Reports	☐ Y ☐ N

Payment Method:	**Cash :** ☐ $_____	**Credit Card:** ☐ Master Card ☐ Visa	**Check:** ☑ Check # _____
Application received by:	Meagan O'Hare		**Date:** 2/8/2016
Application completeness approved by:	Meagan O'Hare		**Date:** 2/9/2016
Dates scheduled for public hearing:	☑ **Planning Board:** 4/5/2016	☑ **Board of Commissioners:** 5/16/2016	