

**Petition for Rezoning**

Town of Highlands, North Carolina

Application # RZ-\_\_\_\_\_

Owner of Property \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Location of Property \_\_\_\_\_

Parcel # \_\_\_\_\_ Size \_\_\_\_\_

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

\* \* \*

Petitioner (if other than owner) (authorization form required) \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

**\*REQUIREMENT\***

**One mylar survey of the property, along with 20 copies (18" X 24") is required. It must be prepared by a licensed surveyor or engineer, legibly drawn to a scale of not less than two hundred (200) feet to one (1) inch, indicate the exact boundary lines of the parcel of property to be rezoned, list the owners names, zoning classifications, and watershed districts of the adjoining properties, and show the location of any existing buildings on the subject property.**

The Town of Highlands Zoning Ordinance and Zoning Map define the uses which may be made of property within the Town's zoning jurisdiction. Section 709 of the Ordinance states that the Map may be amended from time to time at the discretion of the Board of Commissioners. The procedure for petitioning for a change in the zoning designation of any parcel of property is as follows:

1. Preliminary Request to Board of Commissioners: The property owner makes a preliminary petition for re-zoning to the Board of Commissioners, asking the Town Clerk to place the matter on the agenda of the Board's next regular meeting. The property owner should submit this form and the following information:

The Board of Commissioners may deny or approve the petition, or they may refer it to the Town Planning Board for its recommendation.

2. Request to the Planning Board: If the petition is referred to the Planning Board for its recommendation, the Planning Board shall have thirty (30) days within which to submit its recommendation; if it fails to submit a report within that period, it shall be deemed to have recommended adoption of the requested amendment.

3. Public Hearing: Upon receiving the recommendation of the Planning Board, the Board of Commissioners shall schedule a public hearing to receive comments from the public on the proposed rezoning. Notice of the hearing must be given once a week for two (2) successive calendar weeks in The Highlander newspaper, and shall be published the first time not less than fifteen (15) days nor more than twenty-five (25) days before the date fixed for the hearing; the notice is prepared by Town staff.

4. Notification: In accordance with G. S. 160A-384, the owners of all parcels of land abutting the parcel of land to be rezoned, as shown in Macon County tax records, shall be mailed a notice of the proposed change in zoning designation by first class mail at the last address listed in the tax records, giving the time and place of the public hearing. Again, notification is normally prepared by Town staff, and certification that it has been given is presented at the public hearing.

5. Final Decision: A final decision on the rezoning petition will be made by the Board of Commissioners at the next regular meeting following the public hearing.

In no instance shall action be initiated for a Zoning Amendment affecting the same parcel of property, or any part thereof, more often than once every twelve (12) months (Section 706[A]).

\* \* \*

I certify that all of the information in this application is accurate to the best of my knowledge, information, and belief.

---

SIGNATURE OF PETITIONER

PLEASE ATTACH PETITION FEE OF \$500.00.

DATE PAID: \_\_\_\_\_