



**TOWN OF NASHVILLE  
PLANNING DEPARTMENT**

499 S. Barnes Street  
Nashville, NC 27856  
252.459.4511 Phone / 252.459.8926 Fax  
[www.townofnashville.com](http://www.townofnashville.com)

---

**REZONING APPLICATION**

**FOR ADMINISTRATIVE USE ONLY**

Case #	Date Submitted	Fee Paid	Planning Board Date	Town Council Date

**PROPERTY INFORMATION**

Property Address: \_\_\_\_\_ Acreage of Property: \_\_\_\_\_  
ParID: \_\_\_\_\_ PIN: \_\_\_\_\_  
Existing Zoning: \_\_\_\_\_ Existing Land Use: \_\_\_\_\_  
Proposed Zoning: \_\_\_\_\_ Proposed Land Use: \_\_\_\_\_  
Current Future Land Use Map Designation: \_\_\_\_\_  
Proposed Future Land Use Map Designation: \_\_\_\_\_

**APPLICANT INFORMATION**

Applicant: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**PROPERTY OWNER INFORMATION**

Property Owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**REQUIRED ATTACHMENTS**

- \_\_\_\_\_ Metes and bounds description attached
- \_\_\_\_\_ Scaled site plan/sketch of property/area attached
- \_\_\_\_\_ Property Owner's List (within 500' feet or within a set community of area sought to be rezoned)



**TOWN OF NASHVILLE  
PLANNING DEPARTMENT**

**499 S. Barnes Street  
Nashville, NC 27856  
252.459.4511 Phone / 252.459.8926 Fax  
[www.townofnashville.com](http://www.townofnashville.com)**

---

**REZONING APPLICATION**

**STATEMENT OF JUSTIFICATION**

1. Describe how the rezoning request is consistent with the Town of Nashville Comprehensive Plan, Zoning Ordinance, and any other official plan that is applicable. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
2. Explain how the rezoning request will update the existing ordinance if there is any inconsistency with the Town of Nashville Comprehensive Plan, Zoning Ordinance, and any other official plan that is applicable. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Explain why the rezoning request would be appropriate, beneficial, and in the general public interest of the area sought to be rezoned. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4. Explain whether the rezoning request would adversely affect adjoining property owners and alter the character of the area. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
5. Briefly explain the accessibility and impact of adequate public facilities, services, fire and safety, infrastructure, parks and recreation, stormwater drainage, and topography, etc., that is currently available at the subject property. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**TOWN OF NASHVILLE  
PLANNING DEPARTMENT**

**499 S. Barnes Street  
Nashville, NC 27856  
252.459.4511 Phone / 252.459.8926 Fax  
[www.townofnashville.com](http://www.townofnashville.com)**

---

**REZONING APPLICATION**

**APPLICATION AFFIDAVIT**

*I certify that all information furnished in this application is accurate to the best of my knowledge.*

APPLICANT (Print Name): \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date \_\_\_\_\_

PROPERTY OWNER (Print Name): \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date \_\_\_\_\_



# TOWN OF NASHVILLE PLANNING DEPARTMENT

499 S. Barnes Street  
Nashville, NC 27856  
252.459.4511 Phone / 252.459.8926 Fax  
[www.townofnashville.com](http://www.townofnashville.com)

---

## REZONING APPLICATION

- **STEP 1: APPLICATION & FEE**
  - Application is available online and at Town Hall.
  - The application fee is \$200.
  
- **STEP 2: NOTIFICATIONS TO PROPERTY OWNERS**
  - Notices are mailed to property owners within 500' feet or within a set community of the area sought to be rezoned, two weeks prior to the public hearing.
  - The notice will provide the date and location for the Planning Board public hearing for the rezoning case.
  - Legal ads are published in the local newspaper twice, two weeks prior to the Planning Board public hearing.
  
- **STEP 3: PLANNING BOARD PUBLIC HEARING**
  - The Planning Board holds a public hearing (usually the last Wednesday, before the first Tuesday of every month) in the Town Council Meeting Room located at 114 W. Church Street to allow citizens to attend and speak at the meeting.
  
- **STEP 4: PLANNING BOARD RECOMMENDATION**
  - Immediately after the Planning Board's public hearing is closed, the Planning Board discusses the rezoning request and will provide a recommendation. The Planning Board's statement of consistency and recommendation will go before the Town Council's next regular meeting.
  - In developing the plan consistency statement, the Planning Board shall deliberate on the following:
    1. Is the proposal in accordance with the Land Use Plan and sound planning principles?
    2. Is there is convincing demonstration that all uses permitted under the proposed district classification or proposed text amendment would be in the general public interest and not merely in the interest of an individual or small group?
    3. Is there is convincing demonstration that all uses permitted under the proposed district classification would be appropriate in the area included in the proposed change?
    4. Is there is convincing demonstration that the character of the neighborhood will not be materially and adversely affected by any use permitted in the proposed change?
  
- **STEP 5: TOWN COUNCIL ACTION**
  - At the regular Town Council meeting (usually the first and third Tuesday of every month), the Town Council will hold a public hearing in the Town Council Meeting Room located at 114 W. Church Street to review the Planning Board's statement of consistency and recommendation and make a final decision on the rezoning request.