



TOWN OF NASHVILLE
PLANNING DEPARTMENT
 499 S. Barnes Street
 Nashville, NC 27856
 252.459.4511 Phone / 252.459.8926 Fax
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)



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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. _____



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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 _____



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- **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 (the last Tuesday, before the first Town Council Meeting 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.