ZONING TEXT AMENDMENT REQUEST

TOWN OF WAKE FOREST
221 Brooks Street
Wake Forest, NC 27587
(919) 554-6140 Fax: 554-6607
www.wakeforestnc.gov

Planning Department Use Only:
Case Number: _____
Date Filed: _____
Fee / Date Paid: _____
Date of Planning Board Meeting: _____

Submittal Date: _____

I, the undersigned do hereby respectfully request review of the below described amendment to the Wake Forest Zoning Ordinance:

Petitioner/Applicant:_____

Address: _____ City, State, Zip: _____

Telephone Number: _____ Email Address: _____

Amendment Request:

_____

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Amendment request based on Article X, Changes and Amendments.

FILING INSTRUCTIONS:

1. A petitioner for a zoning amendment must complete this application in full. This application will not be processed unless all information requested is provided.

2. The filing fee for each petition is $200.00.

3. Completed applications must be filed with the Wake Forest Department of Planning located at 221 South Brooks Street, Wake Forest. Planning staff will contact the applicant in reference to the proposed timetable in which the case will be handled.

4. **Public hearings** will be held on the **first Tuesday** of each month at **7:30** p.m. in the Wake Forest Town Hall located at 401 East Elm Ave., Wake Forest. Public hearings will be conducted by the Town Board of Commissioners and held jointly with the Planning Board.

5. The Planning Board meets regularly on the first Tuesday of each month and shall make recommendation to the Town Board on all rezoning requests.

6. The **Town Board of Commissioners** meets regularly on the **third Tuesday** of each month at **7:00** p.m. in the Wake Forest Town Hall located at 401 East Elm Ave., Wake Forest. And is the approving authority for all rezoning requests.

For additional information or assistance, call the Department of Planning at (919)554-6140.