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# TOWN OF MATTHEWS

Town of  
**Matthews**  
North Carolina

## 2017 REZONING PROCESS AND SCHEDULE

Applications for a change in zoning may be submitted at any time after presubmission meeting with Planning Staff. An application will be accepted for formal review by the Matthews Board of Commissioners only after staff has determined it is complete. The Planning office will schedule deadline dates for review purposes, and will verify the submissions for accuracy and completeness. Upon receipt of the complete application and filing fee, rezoning signs will be posted on the property and a legal ad will be placed in the newspaper prior to the public hearing.

The applicant shall supply to the Planning & Development Department addressed envelopes which have a paper copy of the completed application enclosed for each property owner of lots immediately adjacent to the side and rear of the affected area, those directly across the street, and any other lots within a 100 foot buffer around the subject site.

Public hearings are held the 2<sup>nd</sup> Monday of each month at 7:00 pm at Town Hall. The applicant is required to be present at the hearing. Anyone wishing to speak in favor or in opposition to the request may do so at this time. Town Board may continue a public hearing to the next month to get answers to questions that may arise during the initial session.

Applications may be withdrawn up to 15 days prior to the hearing date. After that time, Town Board will consider any written request to decide if the withdrawal will be allowed.

Once an application is denied, it cannot be resubmitted within one year from the date of the action on the original request.

The Planning Board meets the 4<sup>th</sup> Tuesday of each month at 7:00 pm at Town Hall to review requests heard at the Public Hearing.

The Town Board may approve, deny, or defer the request at their meeting on the 2<sup>nd</sup> Monday of the following month.

### Consistency and Reasonableness

When the Matthews Planning Board reviews a zoning request and makes their recommendation to go to Town Board, they must also issue a Statement on Consistency to adopted plans. This is to conform to state statute provisions that the Town will review its adopted land use and development policies prior to acting on any zoning text or district change. The Planning Board can make a determination that a zoning application **“IS CONSISTENT”**, **“IS NOT BUT COULD BE CONSISTENT”**, or **“IS NOT CONSISTENT”** with the policies for development as outlined by the Matthews Land Use Plan, and/or Town’s long-range Vision Statements, and/or other adopted policies/plans. They can determine the request is consistent or not consistent, and then recommend approval or denial.

Similarly, when the Town Board is ready to take final action on a zoning request, they must make a determination about the application’s consistency to their adopted land use plans, and then also state an explanation as to the request’s reasonableness. The Town Board has the same choices to say the request **“IS CONSISTENT”**, **“IS NOT BUT COULD BE CONSISTENT”**, or **“IS NOT CONSISTENT”** with adopted plans and policies for growth and development. The second statement can begin **“The request zoning action “IS REASONABLE” or “IS NOT REASONABLE” and in the public interest because \_\_\_\_\_”**. The explanation should be appropriate to the site or the text under review by the application.

Both Boards have the right to state a request **IS INCONSISTENT** and still eligible for approval, or that the request **IS CONSISTENT** with adopted plans but still vote to deny the request. The state statute’s intent here is to be sure the Town considers each zoning request through their adopted policies and plans prior to declaring a final decision.

# 2017 Rezoning Schedule

Filing Deadline*	Set Date for Public Hearing	Mail Notice Postmarked**	Public Hearing***	Planning Board	Town Decision
<b>December 28, 2016</b>	January 9, 2017	January 30, 2017 or <b>February 27, 2017</b>	February 13, 2017 or <b>March 13, 2017</b>	February 28, 2017 or <b>March 28, 2017</b>	March 13, 2017 or <b>April 10, 2017</b>
<b>February 1, 2017</b>	February 13, 2017	February 27, 2017 or <b>March 27, 2017</b>	March 13, 2017 or <b>April 10, 2017</b>	March 28, 2017 or <b>April 25, 2017</b>	April 10, 2017 or <b>May 8, 2017</b>
<b>March 1, 2017</b>	March 13, 2017	March 27, 2017 or <b>April 24, 2017</b>	April 10, 2017 or <b>May 8, 2017</b>	April 25, 2017 or <b>May 23, 2017</b>	May 8, 2017 or <b>June 12, 2017</b>
<b>March 29, 2017</b>	April 10, 2017	April 24, 2017 or <b>May 27, 2017</b>	May 8, 2017 or <b>June 12, 2017</b>	May 23, 2017 or <b>June 27, 2017</b>	June 12, 2017 or <b>July 10, 2017</b>
<b>April 26, 2017</b>	May 8, 2017	May 27, 2017 or <b>June 26, 2017</b>	<b>June 12, 2017</b> or <b>July 10, 2017</b>	June 27, 2017 or <b>July 25, 2017</b>	July 10, 2017 or <b>August 14, 2017</b>
<b>May 31, 2017</b>	June 12, 2017	June 26, 2017 or <b>July 31, 2017</b>	July 10, 2017 or <b>August 14, 2017</b>	July 25, 2017 or <b>August 22, 2017</b>	August 14, 2017 or <b>September 11, 2017</b>
<b>June 28, 2017</b>	July 10, 2017	July 31, 2017 or <b>August 28, 2017</b>	August 14, 2017 or <b>September 11, 2017</b>	August 22, 2017 or <b>September 26, 2017</b>	September 11, 2017 or <b>October 9, 2017</b>
<b>August 2, 2017</b>	August 14, 2017	August 28, 2017 or <b>September 25, 2017</b>	September 11, 2017 or <b>October 9, 2017</b>	September 26, 2017 or <b>October 24, 2017</b>	October 9, 2017 or <b>November 13, 2017</b>
<b>August 30, 2017</b>	September 11, 2017	September 25, 2017 or <b>October 30, 2017</b>	October 9, 2017 or <b>November 13, 2017</b>	October 24, 2017 or <b>November 28, 2017</b>	November 13, 2017 or <b>December 11, 2017</b>
<b>September 27, 2017</b>	October 9, 2017	October 30, 2017 or <b>November 27, 2017</b>	November 13, 2017 or <b>December 11, 2017</b>	November 28, 2017 or <b>December 26, 2017</b> †	December 11, 2017 or <b>January 8, 2018</b>
<b>November 1, 2017</b>	November 13, 2017	November 27, 2017 or <b>December 23, 2017</b> †	December 11, 2017 or <b>January 8, 2018</b>	December 26, 2017† or <b>January 23, 2018</b>	January 8, 2018 or <b>February 12, 2018</b>
<b>November 29, 2017</b>	December 11, 2018	December 23, 2017 or <b>January 29, 2018</b>	January 8, 2018 or <b>February 12, 2018</b>	January 23, 2018 or <b>February 27, 2018</b>	February 12, 2018 or <b>March 12, 2018</b>
<b>December 27, 2017</b>	January 8, 2018	January 29, 2018 or <b>February 26, 2018</b>	February 12, 2018 or <b>March 12, 2018</b>	February 27, 2018 or <b>March 27, 2018</b>	March 12, 2018 or <b>April 9, 2018</b>

\*12 calendar days prior to acceptance

\*\*at least 14 calendar days prior to Public Hearing

\*\*\*Public Hearing subject to continuation in following month to allow time for revisions to proposal

†Date subject to change due to holiday

**DATES in Black:**  
for most text amendments and changes to previously approved conditions in a conditional district

**DATES in RED:**  
for requests that will change the zoning classification on one or more parcels of land

**ALL DATES SUBJECT TO CHANGE**

Please check the town's website regularly for updates: [www.matthewsnc.gov](http://www.matthewsnc.gov)