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# TOWN OF MATTHEWS



## 2019 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Applications may be withdrawn up to 15 days prior to the hearing date.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.

# 2019 Rezoning Schedule

Filing Deadline*	Set Date for Public Hearing	Mail Notice Postmarked**	Public Hearing***	Planning Board	Town Decision
<b>January 2, 2019</b>	January 14, 2019	January 28, 2019 or <b>February 25, 2019</b>	February 11, 2019 or <b>March 11, 2019</b>	February 26, 2019 or <b>March 26, 2019</b>	March 11, 2019 or <b>April 8, 2019</b>
<b>January 30, 2019</b>	February 11, 2019	February 25, 2019 or <b>March 25, 2019</b>	March 11, 2019 or <b>April 8, 2019</b>	March 26, 2019 or <b>April 23, 2019</b>	April 8, 2019 or <b>May 13, 2019</b>
<b>February 27, 2019</b>	March 11, 2019	March 25, 2019 or <b>April 29, 2019</b>	April 8, 2019 or <b>May 13, 2019</b>	April 23, 2019 or <b>May 28, 2019†</b>	May 13, 2019 or <b>June 10, 2019</b>
<b>March 27, 2019</b>	April 8, 2019	April 29, 2019 or <b>May 27, 2019</b>	May 13, 2019 or <b>June 10, 2019</b>	May 28, 2019† or <b>June 25, 2019</b>	June 10, 2019 or <b>July 8, 2019</b>
<b>May 1, 2019</b>	May 13, 2019	May 24, 2019 or <b>June 24, 2019</b>	June 10, 2019 or <b>July 8, 2019</b>	June 25, 2019 or <b>July 23, 2019</b>	July 8, 2019 or <b>August 12, 2019</b>
<b>May 29, 2019</b>	June 10, 2019	June 24, 2019 or <b>July 29, 2019</b>	July 8, 2019 or <b>August 12, 2019</b>	July 23, 2019 or <b>August 27, 2019</b>	August 12, 2019 or <b>September 9, 2019</b>
<b>June 26, 2019</b>	July 8, 2019	July 29, 2019 or <b>August 26, 2019</b>	August 12, 2019 or <b>September 9, 2019</b>	August 27, 2019 or <b>September 24, 2019</b>	September 9, 2019 or <b>October 14, 2019</b>
<b>July 31, 2019</b>	August 12, 2019	August 26, 2019 or <b>September 30, 2019</b>	September 9, 2019 or <b>October 14, 2019</b>	September 24, 2019 or <b>October 22, 2019</b>	October 14, 2019 or <b>November 11, 2019</b>
<b>August 28, 2019</b>	September 9, 2019	September 30, 2019 or <b>October 28, 2019</b>	October 14, 2019 or <b>November 11, 2019</b>	October 22, 2019 or <b>November 26, 2019</b>	November 11, 2019 or <b>December 9, 2019</b>
<b>October 2, 2019</b>	October 14, 2019	October 28, 2019 or <b>November 25, 2019</b>	November 11, 2019 or <b>December 9, 2019</b>	November 26, 2019 or <b>December 24, 2019†</b>	December 9, 2019 or <b>January 13, 2020</b>
<b>October 30, 2019</b>	November 11, 2019	November 25, 2019 or <b>December 30, 2019</b>	December 9, 2019 or <b>January 13, 2020</b>	December 24, 2019† or <b>January 28, 2020</b>	January 13, 2020 or <b>February 10, 2020</b>
<b>November 27, 2019</b>	December 9, 2019	December 30, 2019 or <b>January 27, 2020</b>	January 13, 2020 or <b>February 10, 2020</b>	January 28, 2020 or <b>February 25, 2020</b>	February 10, 2020 or <b>March 9, 2020</b>
<b>December 31, 2019</b>	January 13, 2020	January 28, 2020 or <b>February 24, 2020</b>	February 10, 2020 or <b>March 9, 2020</b>	February 25, 2020 or <b>March 24, 2020</b>	March 9, 2020 or <b>April 13, 2020</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)