

**ZONING APPLICATION FOR UNIFIED DEVELOPMENT ORDINANCE TEXT CHANGE
AS PROVIDED IN THE UDO AT 155.401.3**

APPLICATION NUMBER _____ DATE FILED _____

APPLICANT'S NAME _____

APPLICANT'S MAILING ADDRESS _____

APPLICANT'S PHONE NUMBER/EMAIL ADDRESS _____

I request consideration of the following change in text of the Matthews Unified Development Ordinance:

Requested text change is:

a change in wording to existing Section(s)

an addition to Section(s)

a deletion of wording at existing Section(s)

Below is the text requested to be changed, added or deleted:

Existing Section _____ Proposed Section _____

(continue on additional page(s) as necessary)

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What is the intended effect of this request?

APPLICANT SIGNATURE _____

(continue on additional page(s) as necessary)

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FILING INSTRUCTIONS

An application for text amendment of the Matthews Unified Development Ordinance must be completed on the application form provided for such purpose and submitted with the appropriate fee to the Town Hall. The application shall be reviewed by the Town Planning and Development Department for completeness and then submitted to the Town Board of Commissioners for acceptance. The Town Board of Commissioners shall set a public hearing date according to their policy. The application shall be considered at a public hearing held jointly by the Town Commissioners and the Planning Board.

After the public hearing the application shall be reviewed by the Planning Board at their next regular meeting. At that meeting, the Planning Board may recommend approval, denial, or approval with conditions. This recommendation is then passed on to the Board of Commissioners at their next regular meeting in which zoning issues are discussed, according to Town Board policy. The Town Board of Commissioners may then approve, amend and approve, deny, or table action on the application. Any decision of the Town Board is final and subsequent revisions shall be handled in this same process as a new application.

The application for text amendment may be withdrawn by the Applicant at any time up to and including fifteen (15) days prior to the hearing date. Any subsequent withdrawal shall only be allowed by action of the Town Board of Commissioners.

ZONING APPLICATION FOR ORDINANCE TEXT CHANGE FEE:

| | |
|---|-------|
| Add a permitted use: | \$100 |
| Any other reason, fewer than three (3) paragraphs affected: | \$250 |
| Any other reason, three (3) or more paragraphs affected: | \$400 |