



City of Boiling Spring Lakes
9 East Boiling Spring Road Boiling Spring Lakes, NC 28461
Phone ~ 910-363-0025 Fax ~ 910-363-0029 ~ Web page ~ www.cityofbsl.org

**REQUEST FOR CHANGE OF ZONING
APPLICATION FORM**

STAFF USE ONLY			
Date Request Received	Fee Paid	Receipt # and Date	Petition #
	\$		

1. OWNER/PETITIONER INFORMATION

Petitioner: _____

Petitioner's Interest in the Property: _____

Address: _____

Telephone _____ Fax _____

Email: _____

Owner: _____

(If different)

Address: _____

Telephone _____ Fax _____

Email: _____

2. LOCATION OF PROPERTY

Street Address or General Location: _____

Tax Parcel Number(s) _____

3. ZONING REQUEST

Current Zoning District(s): _____

Requested Zoning District(s): _____

Purpose of Zoning Change Request: _____

Statement of Justification (use additional sheets if necessary): _____

How Does the Request Support One (1) or More of the Stated Objectives of the Land Use Plan, or Other Officially Adopted Plan (use additional sheets if necessary): _____

4. DESCRIPTION OF PROPERTY

Current Land Uses: _____

Acreage: _____

Petitioner Signature

Date

Owner Signature (If different from above)

Date

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APPLICATION GUIDELINES

1. All applications must be submitted with:
 - A non-refundable application fee - \$500.00
 - A diagram or detailed description of the property proposed for rezoning describing in reasonable detail: the location of all existing structures on the property; the existing land uses associated with the property; the zoning classification of all abutting zoning districts
 - A list of all adjacent property owners within one hundred (100) feet of all properties proposed to be rezoned, including name, address and tax parcel numbers in hard copy and electronic format, and addressed and stamped letter sized envelopes to all such owners.
 - A statement of justification regarding the changing conditions in the area or in the City, generally that makes the proposed amendment necessary to the promotion of public health, safety and general welfare, or that identifies an obvious error in the zoning map based upon the zoning classification or current land use of surrounding properties.
 - A statement of justification that substantiates that the proposed amendment would support (1) or more of the stated objectives of the Land Use Plan and any other officially adopted plan.
 - A metes and bounds description and map of the proposed zoning district boundary, prepared by a surveyor registered in North Carolina, if the area of the proposed rezoning does not follow existing parcel lines.
2. The Boiling Spring Lakes Planning Board first reviews zoning change requests. They then make a recommendation to the City Board of Commissioners. The Commissioners will then conduct a public hearing on the request. The Commissioners have the final determination in such requests.
3. **Any application for an amendment to the zoning map shall be filed with the UDO Administrator at least forty-five (45) days prior to the date on which it is to be introduced to the Planning Board.**
- 4.. Planning Board policy requires attendance of the applicant(s) or his/her representatives at the Planning Board meeting (2nd Tuesday of the month).