

TOWN OF SELMA, NC

Ordinance Text Amendment Application

The following is a brief summary of the Town of Selma application and review process for persons seeking a change in the text of Development Ordinance. Assuming no unanticipated delays, applicants can expect the review process to take 90 to 120 days to complete:

1. Application Submittal: The person seeking a change in the text of the Development Ordinance will need to complete the Town's application form and attach all required information. Town staff will review the request and determine if the required information is complete. If the request is incomplete, the staff will notify the applicant of deficiencies. When the request contains all the required information, the item is placed on the agenda of the next available Planning Board meeting.
2. Planning Board Meeting: The staff analyzes the request and prepares a report, including a recommendation, for the Board's review. The Board provides an opportunity for the applicant, interested citizens, and staff to offer commentary and gather information on the request. The Board will discuss the request and make a recommendation to the Town Council.
3. Town Council Action: The Town Council receives the Planning Board recommendation and sets a public hearing date, usually scheduled to coincide with the next scheduled meeting of the Council. The Council holds a public hearing on the request, providing the opportunity for the applicant, interested citizens and staff to offer comments and present information on the request. Upon the closing of the public hearing, the Council discusses the request and will either approve or deny the request, or postpone their decision to gather more information. If the Town Council approves the request, the Town's ordinance will be amended as necessary. Appeals of the council decision may be made to Superior Court within 30 days of the recorded action.
4. Application Fee: A NONREFUNDABLE application fee must be included with the completed application before it will be accepted. Fee schedule:

Text Amendment Fee: \$200

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Applicant Name: _____

Applicant Mailing Address: _____

Telephone: _____ Email: _____

I. JUSTIFICATION FOR PROPOSED TEXT AMENDMENT:

Please check (x) below why this ordinance text change is needed/being requested.

- To correct a manifest error in Chapter 17 of the Town's Municipal Ordinance;
- Because of changed or changing conditions in a particular area of the jurisdiction generally; or
- To achieve the purposes of the comprehensive plan

II. PROVIDE THE SPECIFIC SECTION(S) OF THE ORDINANCE YOU WANT CHANGED: _____

III. PROVIDE YOUR PROPOSED TEXT AMENDMENT LANGUAGE (ATTACH ADDITIONAL SHEETS IF NECESSARY):

IV. SIGNATURES AND ACKNOWLEDGEMENT:

I certify that on this date that all the information presented in this petition/application is complete and accurate. Further, I understand that should this application be approved by the Town Council, no site activity/land use can take place except in compliance with all State and local laws.

SIGNATURE: _____ DATE: _____

_____ County, North Carolina

I certify that the following person (s) personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: _____.

Date: _____

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Commission Expires: _____

Notary Signature