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TOWN OF MATTHEWS

Town of
Matthews
North Carolina

2018 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 2nd 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Applications may be withdrawn up to 15 days prior to the hearing date.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 4th 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 2nd 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.

2018 Rezoning Schedule

Filing Deadline*	Set Date for Public Hearing	Mail Notice Postmarked**	Public Hearing***	Planning Board	Town Decision
December 27, 2017	January 8, 2018	January 29, 2018 or February 26, 2018	February 12, 2018 or March 12, 2018	February 27, 2018 or March 27, 2018	March 12, 2018 or April 9, 2018
January 31, 2018	February 12, 2018	February 26, 2018 or March 26, 2018	March 12, 2018 or April 9, 2018	March 27, 2018 or April 24, 2018	April 9, 2018 or May 14, 2018
February 28, 2018	March 12, 2018	March 26, 2018 or April 30, 2018	April 9, 2018 or May 14, 2018	April 24, 2018 or May 22, 2018	May 14, 2018 or June 11, 2018
March 28, 2018	April 9, 2018	April 30, 2018 or May 26, 2018	May 14, 2018 or June 11, 2018	May 22, 2018 or June 26, 2018	June 11, 2018 or July 9, 2018
May 2, 2018	May 14, 2018	May 26, 2018 or June 25, 2018	June 11, 2018 or July 9, 2018	June 26, 2018 or July 24, 2018	July 9, 2018 or August 13, 2018
May 30, 2018	June 11, 2018	June 25, 2018 or July 30, 2018	July 9, 2018 or August 13, 2018	July 24, 2018 or August 28, 2018	August 13, 2018 or September 10, 2018
June 27, 2018	July 9, 2018	July 30, 2018 or August 27, 2018	August 13, 2018 or September 10, 2018	August 28, 2018 or September 25, 2018	September 10, 2018 or October 8, 2018
August 1, 2018	August 13, 2018	August 27, 2018 or September 24, 2018	September 10, 2018 or October 8, 2018	September 25, 2018 or October 23, 2018	October 8, 2018 or November 12, 2018
August 29, 2018	September 10, 2018	September 24, 2018 or October 29, 2018	October 8, 2018 or November 12, 2018	October 23, 2018 or November 27, 2018	November 12, 2018 or December 10, 2018
September 26, 2018	October 8, 2018	October 29, 2018 or November 26, 2018	November 12, 2018 or December 10, 2018	November 27, 2018 or December 25, 2018†	December 10, 2018 or January 14, 2019
October 31, 2018	November 12, 2018	November 26, 2018 or December 31, 2018	December 10, 2018 or January 14, 2019	December 25, 2018† or January 22, 2019	January 14, 2019 or February 11, 2019
November 28, 2018	December 10, 2018	December 31, 2018 or January 28, 2019	January 14, 2019 or February 11, 2019	January 22, 2019 or February 26, 2019	February 11, 2019 or March 11, 2019
January 2, 2019	January 14, 2019	January 28, 2019 or February 25, 2019	February 11, 2019 or March 11, 2019	February 26, 2019 or March 26, 2019	March 11, 2019 or April 8, 2019

*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