

**Comprehensive Plan Amendment
Durham City-County Planning Department**

Applicant Information

Name:

Organization:

Street:

City, State, Zip:

Phone:

Fax:

Email:

Owner Information

Name:

Organization:

Street:

City, State, Zip:

Phone:

Fax:

Email:

Properties Proposed for Plan Amendment

Jurisdiction:

Zoning Case:

PIN

Adopted Designation

Proposed Designation

Acreage

Add additional sheet if needed.

Pre-Submission Requirements	
Neighborhood Meeting	Date:
	Location:
	Meeting Record Attached?
Pre-Application Conference	Date:
	Staff Attending:
Zoning Map Change	Submission Date:
	Proposed Zoning Change:
Additional Application Requirements	
<ul style="list-style-type: none"> • A statement of why the proposed plan amendment is justified and in the public interest. • A legible map of the proposed plan amendment area, not to exceed 11"x17" • A copy of the neighborhood meeting letter, mailing labels, and the sign-in sheet • A statement of the concerns raised during the neighborhood meeting and how the application addresses them • Required fees 	
Signature	
Signature of Applicant	Date
For Staff Use Only	
Fees Paid:	Received by:
Justification Provided?	Legible Map Provided?
Criteria Statement Provided?	Planning Commission Date:
Application Complete?	Jurisdiction:
Assigned Case Name:	Assigned Case No.:

Draft, February 16, 2006