

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

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STANDARD (CONVENTIONAL) REZONING APPLICANT GUIDELINES

The Planning Department accepts applications for standard rezoning requests on the third Wednesday of each month.

Because the rezoning process involves multiple review steps, applicants are required to schedule a pre application conference before submitting an application. Pre-application conference requests must be submitted by email.

Important Note: During the standard rezoning process, the applicant shall not represent that the property will be used only for a specific use if the rezoning is approved. A standard rezoning applies to all uses permitted within the zoning district, not to a specific project or development. The Planning Board and Town Council must evaluate the request based on all uses allowed in the proposed district, as the Town cannot require or enforce that the property be used only for a particular use following approval of a standard rezoning.

APPLICATION COMPONENTS

Standard rezoning applications consist of 2 required public meetings and one primary application deadline. The application components are described below and include:

- 1) **Application Deadline** – A completed rezoning application must be submitted by the application deadline. At the time of submittal, the application must include all required signatures, the applicable application fee, and all materials required by the Town's Land Development Code. Incomplete or partial applications will not be accepted for review or scheduled for a Planning Board meeting until all required information has been received. All rezoning applications must be signed by the current property owner(s).

- 2) **Planning Board** – Held approximately 4 weeks after the submission of a complete application. The Planning Board meets on the 3rd Tuesday of each month at 6pm in the Council Chambers located at Town Hall (300 Old Cane Creek Road). The meeting includes Planning staff’s report and presentation on the application. There will also be an opportunity for the applicant to speak/present. The Planning Board makes a recommendation for approval or denial of the application to Town Council.

- 3) **Town Council Public Hearing Meeting** – Held on the second Monday of the month at 6pm in the Council Chambers located at Town Hall (300 Old Cane Creek Road). The meeting includes Planning staff’s report and presentation. There will also be an opportunity for the applicant to speak/present. The Town Council takes final action on approving or denying the rezoning application at this meeting.

The following table outlines the key dates and milestones associated with the rezoning application review process.

APPLICATION TIMELINE

Application Deadline 4:00 pm	Planning Board 6:00 pm	Town Council Public Hearing 6:00 pm
November 19 th , 2025	December 16 th , 2025	January 12 th , 2026
December 17 th , 2025 	January 20 th , 2026 	February 9 th , 2026
January 21 st , 2026	February 17 th , 2026	March 9 th , 2026
February 18 th , 2026 	March 17 th , 2026 	April 13 th , 2026
March 21 st , 2026	April 4 th , 2026	May 11 th , 2026
April 15 th , 2026 	May 19 th , 2026 	June 8 th , 2026
May 20 th , 2026	June 16 th , 2026	July 13 th , 2026
June 17 th , 2026 	July 21 st , 2026 	August 10 th , 2026
July 15 th , 2026	August 18 th , 2026	September 14 th , 2026
August 19 th , 2026 	September 15 th , 2026 	October 12 th , 2026
September 16 th , 2026	October 20 th , 2026	November 9 th , 2026
October 21 st , 2026 	November 17 th , 2026 	December 14 th , 2026
November 18 th , 2026	December 15 th , 2026	January 11 th , 2027

Signature of Understanding

By signing below, you acknowledge that you have read and understand the requirements outlined above and agree to follow the standard rezoning process as described.

Signature: _____

Printed Name: _____

Date: _____

HELPFUL LINKS:

Town Land Development Code:

<https://www.fletchernc.org/departments/planning-and-zoning/land-development-code/>

Land Use Plan:

https://www.fletchernc.org/wp-content/uploads/2018/11/LandUsePlan_2018_Update_WebVersion.pdf

Hear of Fletcher Master Plan:

https://www.fletchernc.org/wp-content/uploads/2016/08/HOF_WRCP_MasterPlan_2013update.pdf

Fletcher Connects:

<https://www.fletchernc.org/wp-content/uploads/2021/01/Fletcher-Connects-FINAL-Plan-November-2020.pdf>

Henderson County GIS:

<https://gisweb.hendersoncountync.gov/gisweb/>