Comprehensive Plan Amendment Petition

RCP | RALEIGH DEPARTMENT OF CITY PLANNING

Department of City Planning | 1 Exchange Plaza, Suite 300 | Raleigh, NC 27601 | 919-996-2626

A request to amend the 2030 Comprehensive Plan text, maps or content.
Applicant Information

Name	
Address	

City		State	Zip

Phone	Fax #	Email

Requested Amendment

☐ Future Land Use Map (Cite all affected parcels below)	☐ Plan Text (Cite relevant section/page below)	☐ Area Plan Map/Text (Cite all affected parcels and relevant section/page below)	☐ Other Map (Specify name/map number)

Brief Description of Amendment:

The undersigned applicant(s) hereby certifies that, to the best of his or her knowledge and belief, all information supplied with this application is true and accurate.

Signature _____ Date _____

Signature _____ Date _____

Office Use Only

File # CP-_____ Fee Paid_____ Check # _____ Received By _____

	Directions for Filing a Comprehensive Plan Amendment Petition
1	**Filing a Petition:** A petition must be clearly and accurately written or typed. Petitions may be filed in person at One Exchange Plaza or by mail: Planning & Development PO Box 590, Raleigh, NC 27602. Petitions to amend the Comprehensive plan must be approved by the City Council, upon a recommendation by the Planning Commission. Submittal of a Comprehensive plan amendment must be in accordance with the filing schedule (coming soon).
2	**Fee:** A fee as specified on the Development Fee Schedule must be submitted with this petition. Fees are due at the time of petition submittal, and are non-refundable.

Information That Must be Submitted with Petition

A	**Description of requested amendment to the Comprehensive Plan**

Clearly explain the amendment to the Comprehensive Plan. If the request is to alter the Plan text, cite the section, page number and policy or action short title. Suggested text amendments should be submitted in 'blackline' or 'strikeout' format (text recommended to be removed should be strikethrough, added text should be bold). If the request is to alter the future land use map, list all affected parcels (by PIN or address), area of request, the current designation and recommended designation. Suggested amendments to any map should be described and illustrated. List any applicable area plans that provide detailed guidance for the property, with any suggested amendments. The Comprehensive Plan can be found online at www.raleighnc.gov/cp

B	**Conditions that warrant the plan amendment**

Describe the conditions that warrant the plan amendment such as unforeseen circumstances or the emergence of new information, unanticipated changes in development patterns, rezoning, transportation improvements, economic opportunities, etc.

C	**Relevance of the amendment to the Plan's six vision themes** (1. Economic Prosperity and Equity 2. Expanding Housing Choices 3. Managing Our Growth 4. Coordinating Land Use and Transportation 5. Greenprint Raleigh 6. Growing Successful Neighborhoods and Communities)

Explain how the amendment addresses the six guiding themes of the Comprehensive Plan.

D	**How the amendment advances public health, safety and general welfare**

Explain how the amendment advances and protects the general health, safety and welfare of the citizens.

Comprehensive Plan Amendment Checklist

Please check off each space or "N/A" for not applicable. Submit all required documentation to the Planning Department.

Checklist	Completed	N/A
Had pre-application meeting with Planning staff to discuss proposal	☐	☐
Completed and signed petition	☐	☐
Attached map clearly showing boundaries of area and requested Comprehensive Plan Amendment	☐	☐
Attached written statement that addresses subsections A, B, C and D	☐	☐
Applicable fee (make check or money order payable to: City of Raleigh)	☐	☐
Additional information as required (traffic study, etc.)	☐	☐