



Planning, Development & Inspections

TEL (PLANNING) 919 856 6310
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A Division of Community Services
P.O. Box 550 • Raleigh, NC 27602
www.wakegov.com

LAND USE PLAN AMENDMENT CHECKLIST

INFORMATION WHICH MUST BE SUBMITTED

A. Conformance with the Land Use Plan:

1. **Statement of how the Land Use Plan amendment complies with the Land Use Plan.** Attach written statement of how your request conforms with the County's Land Use Plan (LUP). The LUP is intended to direct quality growth within the County. It classifies land within the County (land use classifications are described in the Land Use Plan which is available at the Planning Department). **Note:** When a proposed Land Use Plan amendment is in the Urban Services Area (USA) of a municipality the County will require comments from the municipality prior to considering Land Use Plan amendments within that municipality's USA (You may wish to check with municipality to determine its position on a rezoning prior to filing a petition). We will request that municipalities respond in a timely manner. However, if that municipality has assigned this responsibility to its Planning Board or elected officials, comments may not be received in time to maintain the normal published schedule.

2. **Compliance with Transitional Urban Development Policies:** The proposal must comply with the Land Use Plan's Transitional Urban Development policies (TUDs), which call for new development to be served by centralized or municipal water and sewer service (within Short Range USAs) or provide the necessary easements for future installation of utility lines (within Long Range USAs). The proposal must comply with the TUDs policies that call for new development to provide for the types and levels of transportation facilities that accommodate vehicular, bicycle, pedestrian, and transit access needs and that they be designed and constructed to the standards of the municipality associated with the Urban Service Area and the Wake County Thoroughfare Plan.

B. Statement of How the Proposed Land Use Plan Amendment Otherwise Advances Public Health, Safety, and General Welfare:

The statement may address the following: Traffic: The additional traffic that could be generated under the proposed land use and its relationship to the current and projected capacity of area roads. Development Compatibility: types and intensities of development allowed under the proposed land use, focusing on compatibility with adjacent areas. (This may cover compatibility with adjacent land uses, with existing or proposed infrastructure or services, and with the environment, including surface and ground water, soils, and air, if applicable.

C. **Traffic Impact Analysis Requirement:** Your application may require that a traffic impact analysis, if your proposal is expected to increase traffic more than 100 trips per peak hour, or more than 1000 trips per day, or as may be determined by the Land Development Supervisor. Calculations are based on trip generation estimates made in accord with the most recent editions of Trip Generation and Trip Generation Handbook, published by the Institute of Transportation Engineers (ITE). Specific information can be found in the **Guidelines for Traffic Impact Analysis**.

Note: Due to short time frame between submittal and mailing notices we suggest postage stamps be used rather than a postage meter. The Post Office may take longer to send predated meter mail.

Land Use Plan Amendment CHECKLIST

Please check off each space or write "NA" for not applicable. Attach to front of your completed petition, then submit to the Planning Department.

- ___ Had pre-conference with Planning staff to discuss proposal.
- ___ Completed all spaces on petition.
- ___ Owner(s) signed petition.
- ___ Owner(s) signed all pages listing Land Use Plan current conditions
- ___ Owner(s) signed All maps, drawings, etc. used to illustrate Land Use Plan conditions.
- ___ Attached map clearly showing boundaries of area and requested Land Use Plan Amendment. (Maps available from County GIS Office, 5th floor, County Office Building 856-6370.)
- ___ Attached written Statement of Conformance with Land Use Plan.
- ___ Addressed compliance with Transitional Urban Development Policies.
- ___ Attached written Statement of how the proposed Land Use Plan amendment advances Public Health, Safety, and General Welfare.
- ___ Attached Land Use Plan Amendment Petition fee (make check or money order payable to Wake County).
- ___ Traffic Impact Analysis, if required.

Notes:

- All documents and maps submitted as required become the property of Wake County.
- The Wake County Unified Development Ordinance are on the web at www.wakegov.com
- All application fees are non-refundable.
- Permit Portal www.wakegov.com/permitportal

The File Number should be used on all correspondence subsequent to application acceptance.