

# Rezoning Application

Wilson County Tennessee Planning Office  
228 East Main Street  
Lebanon, TN 37087  
Phone (615) 449-2836 Fax (615)443-6190



**IMPORTANT NOTE: PRE-SUBMITTAL CONFERENCE WITH THE PLANNING DIRECTOR IS REQUIRED PRIOR TO THE SUBMITTAL OF THIS APPLICATION. PLEASE CALL 615.449.2836 TO SCHEDULE AN APPOINTMENT**

## STEPS IN THE PROCESS FOR ZONING CHANGE

- 1.) Any request for rezoning amendment must include submittal of a preliminary site assessment consisting of a surveyed drawing or boundary document in plan view, drawn to a legible scale, that clearly indicates blue line streams; regulatory floodplains and evident naturally occurring floodplains that are as yet un-mapped by FEMA; Evident areas of Spring activities, well locations, springhouses; Caves and sinkholes and other evident karst features; wetland areas or marsh areas; Sensitive slope areas due to the existence of extreme slope or lack of slope; and areas of the property that may otherwise be impacted environmentally by on-site or nearby pollution or other feature; and any areas potentially impacted by upstream small dam act features with location of dam and specific details. This survey and requisite data should be prepared by a surveyor or other individual licensed to perform such work in the State of Tennessee.
- 2.) Property owner submits an application requesting a zoning change to the Planning Department along with a \$ 600.00 processing fee.
- 3.) The planning staff prepares maps and other pertinent information to the Wilson County Planning Commission for initial action. In addition, adjacent property owners are notified by letter and a sign is placed onto the property.
- 4.) The Planning Commission hears the request, takes public comments, hears the planning staff recommendation, and makes a recommendation to the Wilson County Commission.
- 5.) Public notice is given for any request to be heard by the County Commissioners. This is the advertised public hearing. This is accomplished via a legal notice in a paper of general circulation within the county. This legal notice is run in the paper fifteen (15) days prior to the meeting date.
- 6.) The Board of County Commissioners holds a public hearing, hears the request, hears the Planning Commission's recommendation and votes to approve or disapprove the request.
- 7.) The Board of County Commissioners actions are final, and any appeal of its decision is processed through the court system.
- 8.) During any of the meetings, either by the Planning Commission or the Board of County Commissioners, any person who wishes to speak for or against the request may speak at the appropriate time. The meetings are open to the public.

**Rezoning requests within the City of Lebanon's planning region or the City of Mt. Juliet's planning region will be sent to the respective jurisdiction for recommendation to the Wilson County Commission.**

**Should your request receive a negative recommendation from the Planning Commission it is the responsibility of the applicant to notify the Wilson County Planning Office by letter within ten (10) days of the planning commission meeting if it is their desire for the application to be presented to the Wilson County Commission for a final vote.**

Property Address \_\_\_\_\_

Property Location (street and nearest cross street) \_\_\_\_\_

Existing Structures & Use \_\_\_\_\_ Lot Acreage \_\_\_\_\_

Current Zoning \_\_\_\_\_ Requested Zoning \_\_\_\_\_

Commission District \_\_\_\_\_ County Commissioner \_\_\_\_\_

List all parcels that are included in request:

Map & Parcel Number \_\_\_\_\_ Map & Parcel Number \_\_\_\_\_

Map & Parcel Number \_\_\_\_\_ Map & Parcel Number \_\_\_\_\_

Owner Information (if more, attach additional sheets) Applicant (if Different than owner)

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

City, ST, Zip \_\_\_\_\_ City, ST, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_ Fax \_\_\_\_\_

Relationship to owner \_\_\_\_\_

Note: A copy of the deed(s) to the property must be turned in with the application. Deeds must provide sufficient detail to establish full legal description of the property in question. Should the deed(s) be inadequate in this regard, a current survey of the property may be required.

Reason for requesting rezoning: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I herby certify that all the above information is true and correct and completed in accordance with the Wilson County Zoning Ordinance and that I have received, or retained, a copy of this application.

Date \_\_\_\_\_ Signature of Applicant \_\_\_\_\_

If applicant is someone other than the owner of the property, signatures of all owners are required, or an affidavit from the property owner giving written permission to proceed with request.

Owner Name	Mailing Address	Telephone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Office Use Only

Fee \$ \_\_\_\_\_

Date Paid \_\_\_\_\_

Approval/Denial Date by Planning Commission \_\_\_\_\_

Approval/Denial Date by County Commission \_\_\_\_\_