

# STARK COUNTY STANDARD REZONING APPLICATION DIRECTIONS



## WHAT IS ZONING?

Zoning is a system of land use regulations that control the physical development of land. It is a legal mechanism by which local government is able to regulate an owner's right to use privately owned land for the sake of protecting the public health, safety, and/or general welfare.

Land is mapped into different zones with the primary purpose of promoting compatible land uses and separating incompatible uses. Zoning districts regulations govern the use of lands, buildings, and structures, including the height of buildings, the size of yards, lot area, lot width, and building setbacks from roads and adjacent properties.

Decisions regarding how land is zoned are determined, in part, by the County's Comprehensive Plan, which lays out broad policies to implement a shared vision for the future.

## WHEN WILL I NEED A ZONING MAP AMENDMENT?

A zoning district map divides the County into zones for different types of development. If you wish to develop land with a use that is not allowed in the existing zoning district, or if you wish to develop land at a different acreage than allowed in the existing zoning district, a zoning map amendment more than likely will be required.

## ZONING MAP AMENDMENT APPLICATION DIRECTIONS

A meeting with the Stark County Planner is recommended prior to submitting your Zoning Map Amendment. Please contact Steve Josephson at (701)456-7672 to request an appointment. Mr. Josephson can be contacted at the following e-mail address:

[sjosephson@starkcountynd.gov](mailto:sjosephson@starkcountynd.gov)

Zoning Map Amendments shall be submitted at the Stark County's Auditor's Office located on the first floor of the Stark County Courthouse. The address of the Stark County Court House is 51 3<sup>rd</sup> Street East, Dickinson, North Dakota 58601.

Please submit the following information with your signed application:

- A copy of the most recent recorded deed;
- General Parcel Information Page from the Stark County Assessor's Site;
- A Property Record Card Report from the Stark County Assessor's Site;
- A map drawn to scale showing the area of the proposed zoning map amendment. The map shall provide the current and proposed zoning of the property as well as the current zoning of existing properties;

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- A written statement addressing the nature of the change requested and reason for the change, as well as a detailed description of any uses, buildings, or structures that are proposed for the area covered by the request.
- A **\$200** application fee.

If the owner and the applicant are different, please submit a signed statement from the property owner authorizing the applicant as a representative.

Notice of a zoning map amendment public hearing shall be made as follows:

- Once a week for two successive weeks, notice of the time and place of the hearing shall be published in the official paper of the county.
- The zoning administrator shall notify the applicant of the time and place of said hearing.
- The zoning administrator shall notify all owners of properties within 200 feet of the property in question by personal service or by certified or registered mail, addressed to the owner and mailed to his or her last address as shown on the records of the Stark County Treasurer. The costs of the service shall be borne by the applicant prior to the zoning map amendment public hearing.

Prior to the public hearing, Stark County staff will review and comment on the application. Based upon staff review and comment, the County Planner will present a recommendation to the Stark County Planning and Zoning Commission.

The Stark County Planning and Zoning Commission shall conduct the public hearing and shall forward a recommendation to the county commission regarding the amendment.