



Town of Montreat

P.O. Box 423, Montreat, North Carolina 28757
Phone: (828) 669-8002 • Fax: (828) 669-3810
www.townofmontreat.org

General Ordinance Revision Request Application

Applications for General Ordinance revisions must be complete, accompanied by an application fee subject Town of Montreat Fee Schedule and submitted to either the Town Administrator or Town Clerk. The application fee should be made payable to the Town of Montreat and is non-refundable except where an application is withdrawn prior to its initial consideration by the Board of Commissioners. The Board may deliberate and vote to approve or deny this request or may choose to forward the proposed language to the Planning and Zoning Commission for further review and recommendations. You will be notified of the meeting date that the Board will hear this matter and of any action taken or any decision made concerning your request. All meetings of the Board of Commissioners are open to the public.

Ordinance Chapter and Article to be revised: _____

Proposed text in full (attach additional sheets if necessary): _____

Briefly state the reason(s) for this request: _____

List any attached supporting documents: _____

Applicant Name: _____ Phone: _____

Address: _____

City: _____ State: _____ ZIP: _____

Date of Application: _____