



4 N. Second Street
Denton, MD 21629

ZONING TEXT AMENDMENT

DEPARTMENT OF PLANNING AND CODES

Date Received:

Tracking Number:

Attachments / Recordings:

(410) 479-3625 phone (410) 479-3534 fax www.dentonmaryland.com (web)

SUBJECT

ZONING DISTRICTS AFFECTED

TOWN CODE REFERENCES

REASON FOR OR PURPOSE OF AMENDMENT

SUMMARY OF AMENDMENT

RECOMMENDED CHANGES

SIGNATURE OF AUTHORIZED REPRESENTATIVE OR OWNER

DATE



ZONING TEXT AMENDMENT
APPLICATION PROCESS

Per Denton Town Code Chapter 128, Article XX, Amendments, Procedures:

§ 128-167 **Procedure for amendment.**

- A. Any officially filed amendment or other change shall first be referred by the Town Council to the Planning Commission for an investigation and recommendation. The Planning Commission or planning staff shall cause such investigation to be made as it deems necessary, and for the purpose may require submission of pertinent information by any person concerned, and may hold such informal public hearings as are appropriate in its judgment.
- B. The Planning Commission submits its recommendation and pertinent supporting information to the Town Council within 60 days, unless an extension of time is granted by the Town Council.
- C. After receiving the recommendations of the Planning Commission concerning a proposal for amendment to this chapter's text, the Town Council shall determine whether or not said proposal is suitable to warrant the introduction of legislation, and to that end may conduct any informal hearings as in its sole discretion it deems appropriate.
- D. Upon introduction of legislation, the Town Council shall hold a public hearing in reference thereto and shall give public notice of such hearings in accordance with the provisions of Article **XXI** of this chapter.
- E. After receiving the recommendations of the Planning Commission concerning any proposal for amendment of the Official Zoning Maps and before adoption or denial of same, the Town Council shall introduce legislation for the proposed change and hold a public hearing in reference thereto in order that parties of interest and citizens shall have an opportunity to be heard. The Town Council shall give public notice of such hearing in accordance with the provisions of Article **XXI** hereof.
- F. Regardless of amendment type, a complete record of the hearing, and the votes of all members of the Town Council in deciding all questions relating to the proposed amendment, shall be kept.
- G. Upon passage of a text amendment to this chapter, the affected page(s) may be removed from the ordinance and page(s) containing the amended language inserted and footnoted. A list of amendments shall be maintained with appropriate dates at the end of this chapter.

All application fees and supporting documentation are required to be submitted with the application for the application to be deemed complete and forwarded to the Denton Town Council.