COMMUNITY DEVELOPMENT DEPARTMENT PROCEDURES MANUAL
COUNTY APPLICATIONS

	CO Zoning Change	CO Plat/ Vacation	CO Lot Splits	CO Zoning Ord. Amendment	CO Sp. Use Permit	CO Variance	CO Road Vacation (2)
APPLICATION:							
Applicant	Owners or County	Owners or County	Owners or County	Owners or County	Owners or County	Owners or County	Owners or County
Appl. Deadline	21 days prior	21 days prior	21 days prior		21 days prior	21 days prior	
Fee	$200	$200-plat/$150-vac.	$60		$100	$100	
Responsible Dept.	Planning	Planning	Planning	Planning	Planning	Planning	Co. Auditor
Est. Approval Time	9-10 weeks	9-10 weeks	6 weeks	8 weeks	5-6 weeks	6 weeks	5-6 weeks
PLANNING COMM:							
Consideration	Yes	Yes		Yes			
Public Notice	once/wk 2 wks prior	once/wk 2 wks prior	once/wk 2 wks prior	once/wk 2 wks prior	once/wk 2 wks prior	once/wk 2 wks prior(3)	
APO Notification	10 days prior	10 days prior	10 days prior		10 days prior		
Public Hearing	Yes	Yes	Yes	Yes	Yes	Yes (3)	
CO COMM:							
Consideration	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Public Notice							Once/wk 2 wks prior
APO Notification							
Public Hearing							Yes
MISC:							
Legal Notice	once/wk 2 wks after	once/wk 2 wks after		once/wk 2 wks after	once/wk 2 wks after		
Appr. Instrument	Ordinance	Ordinance	Ordinance	Ordinance	Ordinance	Ordinance	Ordinance
Filing/Signatures	Co. Auditor	Applicant/Auditor (1)		Co. Auditor			Co. Auditor
LEGAL:							
References	ZO Article 29 NDCC 11-33	ZO Article 33 NDCC 11-33.2	ZO Article 33 - Section 12	ZO Article 29 NDCC 11-33	ZO Article 8 NDCC 11-33	ZO Article 28 NDCC 11-33-11	NDCC 24-07-05

(1) Co. Auditor if a plat vacation
(2)Also use for 4-mile ETA road vacations
(3) If an accessory bldg variance