



**PB 25-19 CURRITUCK COUNTY  
TEXT AMENDMENT  
BOARD OF COMMISSIONERS  
December 1, 2025**

Currituck County requests an amendment to the Unified Development Ordinance, Chapter 2. Administration.

BE IT ORDAINED by the Board of Commissioners of the County of Currituck, North Carolina that the Unified Development Ordinance of the County of Currituck be amended as follows:

**Item 1:** That Chapter 2, Section 2.3.2 Pre-Application Conference is amended by deleting the following strikethrough language and renumbering accordingly:

**2.3.2 Pre-Application Conference**

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**A. Purpose**

The purpose of a pre-application conference is to provide an opportunity for the applicant to determine the submittal requirements and the procedures and standards applicable to an anticipated development application. A pre-application conference is also intended to provide an opportunity for county staff to become familiar with, and offer the applicant preliminary comments about, the scope, features, and impacts of the proposed development, as it relates to the standards in this Ordinance.

**B. Applicability**

**(1) Pre-Application Conference Required**

A pre-application conference between the applicant and the Director shall be held within one year before ~~before~~ prior to submittal of the following applications:

- (a) Text amendments;
- (b) Zoning map amendments;
- (c) Conditional rezonings;
- (d) Planned developments;
- (e) Special use permits;
- (f) Major site plans; and
- (g) Type I and type II preliminary plats for major subdivisions.

**Item 2:** That Chapter 2, Section 2.3.3 Community Meeting is amended by adding the following underlined language:

### **2.3.3 Community Meeting**

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#### **A. Purpose**

The purpose of the community meeting is to inform owners and occupants of nearby lands about a proposed development application that is going to be reviewed under this Ordinance, and to provide the applicant an opportunity to hear comments and concerns about the development proposal as a means of resolving conflicts and outstanding issues, where possible.

#### **B. Favored Practice**

Community meetings are encouraged as opportunities for informal communication between applicants and the owners and occupants of nearby lands, and other residents who may be affected by development proposals.

#### **C. Applicability**

##### **(1) Community Meeting Mandatory**

A community meeting shall be held within one year preceding the date of submittal and is required before submittal of any of the following applications:

- (a) Zoning map amendments to establish a more intense base zoning district;
- (b) Conditional rezonings;
- (c) Planned developments;
- (d) Special use permits (except Type I preliminary plats); and
- (e) Type II preliminary plats (for major subdivision).

##### **(2) Community Meeting Optional**

A community meeting is encouraged, but not required, before submittal of any other development application that is subject to a public hearing (see Table 2.3.6.A, Required Public Hearings).

**Item 3:** That Chapter 2, Section 2.3.4 Application Submittal and Acceptance is amended by deleting the following strikethrough language, adding the underlined language, and renumbering accordingly:

## 2.3.4 Application Submittal and Acceptance

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### A. Authority to File Applications

- (1) Unless expressly stated otherwise in this Ordinance, development applications ~~reviewed under this Ordinance~~ subject to a decision by the Board of Adjustment or Board of Commissioners shall be submitted by:
  - (a) The owner, or contract purchaser, ~~or other person having a recognized property interest in~~ of the land on which development is proposed; or
  - (b) A person authorized to submit the application on behalf of the owner, or contract purchaser, ~~or other person having a recognized property interest in~~ of the land on which development is proposed, as evidenced by a letter or document signed by the owner, or contract purchaser, ~~or other person have a recognized interest in the land;~~ and
  - (c) If there are multiple owners, or contract purchasers, ~~or other persons authorized to submit the application,~~ all such persons shall sign the application or a letter or document consenting to the application.
- (2) All other development applications may be submitted by the owner, contract purchaser or an authorized agent.

**Item 4:** That Chapter 2, Section 2.4.3 Zoning Map Amendment is amended by deleting the following strikethrough language:

## 2.4.3 Zoning Map Amendment

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### A. Purpose

The purpose of this section is to provide a uniform means for reviewing and deciding proposed general amendments to the Official Zoning Map whenever the public necessity, general welfare, Land Use Plan, or appropriate land use practices justify or require doing so.

### B. Zoning Map Amendment Procedure

- (1) **Pre-Application Conference**  
Applicable (see Section 2.3.2).
- (2) **Community Meeting**  
Applicable (see Section 2.3.3).
- (3) **Application Submittal and Acceptance**  
Applicable (see Section 2.3.4). ~~Applications may be initiated by the Board of Commissioners, the Planning Board, the Director, or any person who may submit applications in accordance with Section 2.3.4.A, Authority to File Applications.~~

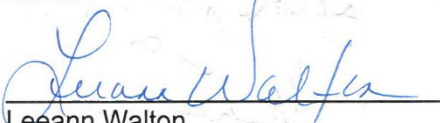
**Item 5:** Statement of Consistency:

The request is consistent with the Imagine Currituck 2040 Vision Plan and the Unified Development Ordinance (UDO), and it brings the ordinance into compliance with the North Carolina General Statutes.

**Item 6:** The provisions of this Ordinance are severable and if any of its provisions or any sentence, clause, or paragraph or the application thereof to any person or circumstance shall be held unconstitutional or violative of the Laws of the State of North Carolina by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions which can be given effect without the invalid provision or application.

**Item 7:** This ordinance amendment shall be in effect from and after the 1<sup>st</sup> day of December 2025.

  
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Board of Commissioners' Chairman  
Attest:

  
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Leeann Walton  
Clerk to the Board

DATE ADOPTED: 12.1.2025  
MOTION TO ADOPT BY COMMISSIONER: Tony Angell  
SECONDED BY COMMISSIONER: Doy Breathwaite  
VOTE: 7-0 AYES 7 NAYS 0

PLANNING BOARD DATE: 11/12/2025  
PLANNING BOARD RECOMMENDATION: Approved  
VOTE: 4 AYES 0 NAYS  
ADVERTISEMENT DATE OF PUBLIC HEARING: 11/19/2025 & 11/26/2025  
BOARD OF COMMISSIONERS PUBLIC HEARING: 12/1/2025  
BOARD OF COMMISSIONERS ACTION: Approved  
POSTED IN UNIFIED DEVELOPMENT ORDINANCE: 12/2/2025  
AMENDMENT NUMBER: 121