



## Application for Zoning Change

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Agent Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Property Address (Es): \_\_\_\_\_

Current Zoning: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_

Current/Most Recent Property Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_





The application will be evaluated using the standards of Sec. 114-82 of the Municipal Code, (below). Please use the space to justify and explain how your proposal addresses these conditions; use an additional sheet if necessary.

(a) The planning, heritage, and design commission shall submit recommendations to the common council within 60 days of receipt of the application for amendment. Extension of this time period may be allowed by mutual consent of applicant and planning, heritage, and design commission. Where the purpose and effect of the proposed amendment is to change the zoning classification of a particular property, the planning, heritage, and design commission shall make findings based upon the evidence presented to it in each specific case with respect to, but not limited to, the following matters:

1) Existing uses of property within the general area of the property in question;

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2) The zoning classification of property within the general area of the property in question;

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3) The suitability of the property in question to the uses permitted under the existing zoning classification;

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4) The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place in its present zoning classification; and

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5) The objectives of the current land use plan for the city.

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(b) The planning, heritage, and design commission shall not recommend the adoption of a proposed amendment unless it finds that the adoption of such amendment is not detrimental to the public interest. The plan commission may recommend the adoption of an amendment changing the zoning classification of the property in question to any higher classification than that requested by the applicant. For the purpose of this subsection, the R1 district shall be considered the lowest classification.





If the required supplemental materials, which constitute a completed application, are not submitted, the application will not be processed.

**Required Submittal Format**

1. An electronic submission via email/USB drive/CD/Download link; and
2. One (1) paper copy, no larger than 11” x 17” size.

Required Submittal Item	Applicant Submitted	City Received
1. Zoning Change Application		
2. Legal Description of property proposed to be rezoned		
3. Rationale or statement as to why rezoning is proposed		
4. Zoning Analysis Table <ol style="list-style-type: none"> <li>a. Land area (in acres and square feet)</li> <li>b. Building area (in square feet)</li> <li>c. Setbacks (required yards in feet)</li> <li>d. Floor Area Ratio (building area divided by lot area)</li> <li>e. Lot Coverage (building footprint divided by lot area)</li> <li>f. Height of all buildings and structures</li> <li>g. Percentage of greenspace (landscaped areas divided by lot area)</li> <li>h. Parking spaces</li> </ol>		
5. Review Fee		

**Acknowledgement and authorization signatures**

The signature(s) hereby certify that the statements made by myself and constituting part of this application are true and correct. I am fully aware that any misrepresentation of any information on this application may be grounds for denial of this application.

Owner Signature (acknowledgement and authorization): \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature (acknowledgement): \_\_\_\_\_ Date: \_\_\_\_\_

