



CITY OF JAL

REQUEST FOR ZONING CHANGE

To determine whether your request for a zoning change meets the criteria as set forth by the City of Jal, please carefully read the stated definitions, purposes, time limitations, submittal requirements, and approval processes below.

Definition:

An application for a legislative change of an existing comprehensive zoning ordinance authorized by Chapter 154: "Zoning" of the City of Jal Code of Ordinances. A public hearing will be held for the purpose of determining whether the proposed zoning change demonstrates:

- consistency and compatibility with the current comprehensive plan, with surrounding zoning districts, and with site and surrounding uses;
- protection of the health, safety, and welfare of the general public; and/or
- protection and preservation of the property rights of the owner(s) of all real property affected by the proposed change in zoning districts.

Purpose:

To review a proposed zoning change request to determine:

- whether proposed zoning is appropriate for the requested site; **AND**
- whether it meets the above criteria in whole or in part.

Submittal Requirements:

A complete Development Package (DP) must be submitted to the City of Jal. City staff review of this application is dependent upon the accuracy of information provided. Thereby, inaccurate, incomplete, or inadequate information provided by the applicant or the applicant's agent will delay the proper review of the submitted project and/or cause the return of this application.

Approval Process:

1. Interdepartmental staff review of application;
2. Notice of public hearing mailed to adjacent property owners (within 100 feet of subject site) and published in the official city newspaper (min. of 15 days prior to meeting date);
3. Resolution of all review comments by applicant and resubmittal of DP no later than 5 days prior to the hearing date.

4. City Council review of the case information and public hearing held (no later than the 2nd Monday of the following month (determined by application submittal date), **approval or disapproval** considered); **and**
5. Property receives zoning change, if approved, and official City zoning map is amended. (Note: The City may refuse to accept another application for the same amendment for a period of one year.)

INSTRUCTION SHEET

In order to apply for a zoning change, a complete Development Package (DP) **must be submitted.**

The DP consists of:

1. *One* completed application form;
2. Accurate plot, site plan, building development plan, sketch, program of development or other related material and information;
3. *One* copy of filed plat/deed **OR** field notes and map of survey (can be found on www.emapsplus.com);
4. Fee of \$100.00 made payable to the City of Jal.

CITY OF JAL
ZONING APPLICATION FORM
(please print or type in black)



Personal Information

Name of Applicant: _____

Address: _____

Phone No: Home (____)____-____ Work (____)____-____ Fax (____)____-____

Status (check one): Owner Agent (if agent, attach notarized Letter of Authorization)

Property Description

Address: _____

Legal Description: _____

Current Zoning: _____ Requested Zoning: _____

Plans for Property (attach DP stated above): _____

Existing Property Use or State None: _____

Acreage and/or Square Footage: _____

Does owner own adjacent property? Yes No

List Existing Structures: _____

and/or

Existing Uses: _____

I hereby certify that I have read and examined this application and the attached instruction sheet and know the information I have provided to be true and correct. All provisions of laws and ordinances governing this application will be complied with whether specified herein or not. The granting of a zoning change does not presume to give authority to violate or cancel the provisions of any other state or local law regulating the use of the property.

Signature of Applicant

Date