

# REZONE APPLICATION

Date of Application		File No.		
Applicant Name				
Mailing Address - Street Name/Number (Applicant)		City	State	Zip Code
Applicant Phone Number		Applicant Email Address		
General Location of Site Subject to this Application (street address preferred)				
Current Zoning District		Current Use of Property		
<b>REQUESTED ZONING DISTRICT</b> (if multiple, legal descriptions must be provided for each)				
<input type="checkbox"/> Agricultural (AG)	<input type="checkbox"/> Single-Family Residential (R-1)	<input type="checkbox"/> Two-Family Residential (R-4)	<input type="checkbox"/> Low-Density Multi-Family (R-5)	
<input type="checkbox"/> High-Density Multi-Family (R-3)	<input type="checkbox"/> Neighborhood Commercial (NC)	<input type="checkbox"/> Center City (CC)	<input type="checkbox"/> Transitional Office (O)	
<input type="checkbox"/> General Commercial (GC)	<input type="checkbox"/> Highway Commercial (HC)	<input type="checkbox"/> Light Industrial (MI)	<input type="checkbox"/> Heavy Industrial (M-2)	
<input type="checkbox"/> Modular Home Sub. (R-MHS)	<input type="checkbox"/> Manufactured Home Comm. (R-MHC)	<input type="checkbox"/> Planned Unit Development (PUD)*	<i>*if PUD, complete separate PUD application form</i>	
<b>CERTIFICATION OF APPLICATION</b>				
<p>I/We, the undersigned applicant being either the owner of the subject property or a duly authorized representative of such owner(s), do attest to the truth and accuracy of the information provided with this application. I also hereby agree to reimburse the City for all costs associated with the provision of notice of public hearings necessitated by this application, including costs for certified mailing and publication in a local newspaper.</p>				
Applicant Signature			Date	
Received by			Date	
Fees Collected		Date Paid	Receipt No.	

**SEE REVERSE FOR CHECKLIST OF OTHER REQUIRED DOCUMENTS THAT MUST ACCOMPANY THIS APPLICATION FORM.**



**REQUIRED DOCUMENTS TO BE SUBMITTED WITH APPLICATION**

*(all digital submittals sent to [planningnixa.com](http://planningnixa.com))*

<input type="checkbox"/>	<b>Ownership Report (certified by a Title Company) identifying owner(s) of all fee interests of record</b>
<input type="checkbox"/>	<b>Legal Description(s) for all area(s) to be rezoned (Microsoft Word format)</b>
<input type="checkbox"/>	<b>Payment of application fee in amount of \$250.00</b>

**TYPICAL PROCESS AND TIMELINE**

<b>Preparati on Phase</b>	<b>Application received for staff review and preparation for hearings.</b>	<b>~30 days</b>
	<b>Provide notice of hearing for publication in a local newspaper at least 15</b>	
	<b>Provide notice of hearing to all owners of real estate within 185 of subject</b>	
	<b>Posting of notice of public hearing sign on the subject property.</b>	
<b>Hearing Phase</b>	<b>Public held before Planning &amp; Zoning Commission.</b>	<b>~20 days</b>
	<b>Planning &amp; Zoning Commission makes Finding of Facts and recommendation</b>	
	<b>First Reading of Ordinance by City Council.</b>	
	<b>Second Reading of Ordinance and Final Passage by City Council.</b>	

**For questions concerning this application or the process described above, please contact the**

**NIXA.COM**

