



PLANNING & CODES

Application Zoning Change/Rezoning/Map Amendment

Applicant must have a development meeting prior to submittal
Multi-zoning requests on the same property requires its separate application & fees

Zoning Change From: _____ To: _____ Fee - \$500.00

Date Submitted: _____

Applicant: _____

Mailing Address: _____ City/State/Zip: _____

Email Address: _____ Phone number: _____

Record Owner of Property*: _____

Mailing Address: _____ City/State/Zip: _____

Email Address: _____ Phone number: _____

Address or General Location: _____

Property ID(s): _____ Site Acreage: _____

Legal Description: _____

Reason for, or explanation of, requested zoning change: _____

***Note: The Applicant must submit a signed "Letter of Authorization" from the owner, when submitting this application**

Criteria for Approval

1. The proposed zoning is consistent with the Comprehensive Plan and any community, neighborhood and other applicable land use and development plans;
2. The proposed zoning is compatible with existing and permitted uses of surrounding properties;
3. The proposed zoning does not have an adverse impact on surrounding properties or the natural environment;
4. The proposed zoning results in a logical and orderly development pattern;
5. The proposed zoning is not merely intended to create an economic benefit to the property owner;
6. Other factors that impact public health, safety, or welfare.

| | | |
|------|--------------|-------|
| Fee: | Received by: | Date: |
|------|--------------|-------|

Traffic Impact Analysis Threshold Worksheet

Complete this form as an aid to determine if your zoning change requires a Traffic Impact Analysis.

For Residential Development

| Anticipated Land use | # of Units | Peak Hours | Peak Hour Trip Rate | Peak Hour Trips | Trip Rate Source |
|----------------------|------------|------------|---------------------|-----------------|---------------------|
| | | | | | ITE Code: Other: |

For Non-Residential Development

| Anticipated Land use | Project Size | | | Peak Hours | Peak Hour Trip Rate | Peak Hour Trips | Trip Rate Source |
|----------------------|--------------|-----|--------|------------|---------------------|-----------------|---------------------|
| | Acres | GFA | Other* | | | | |
| | | | | | | | ITE Code: Other: |

*specify other : _____

If Property already has a TIA on file, complete this table; if not, skip to the next table

| Peak Hours trips projected in Current TIA | Peak Hour Trips from one of the above tables Projected in Updated Project | Increase in Peak Hour Trips (if over 100 additional trips, a new TIA is required) |
|---|---|---|
| | | |

Information regarding the person/agency who prepared the TIA

I, being the undersigned preparer, acknowledge that the above information provided is accurate and up-to-date and based on the current proposed land use.

Prepared by: _____ Date: _____

Signature of Preparer: _____

Comments: _____

Notes: GFA (Gross Floor Area – building size)

ITE (Institute of Transportation of Engineers, *Trip Generation* 7th Edition, 25 School St, SW Suite 410, Washington DC 20024-2729)