



APPLICATION FOR CHANGE IN ZONING CLASSIFICATION

Fee: \$300.00

Receipt #: _____

Action by P&Z regarding recommendation to City Council	
Final action by City Council	

The City of Woodway Planning and Zoning Commission and City Council use the City’s master plan as a guide in considering requests for changes in zoning classification. Any requested change should be in general conformance with that plan, or the applicant should be prepared to present evidence to the P&Z and the City Council that the plan should be changed or varied to accommodate the requested change. Any requested change to a Planned Unit Development concept plan must be submitted to the City at least thirty (30) days prior to the first meeting at which the plan is to be considered. Other requests for zoning changes are due to the City by 12 p.m. on the 25th day prior to the first meeting at which the request is to be considered so that the public hearing notice requirements may be met.

TWO PUBLIC HEARINGS ARE REQUIRED

It is imperative that the applicant, or the applicant’s representative, be present at both the Planning and Zoning Commission meeting and the City Council meeting to answer any questions the P&Z or City Council may have.

The Planning and Zoning Commission shall conduct the first public hearing and forward a recommendation to the City Council. The City Council will conduct the second public hearing and take final action.

ITEMS 1-8 TO BE COMPLETED BY APPLICANT

- (1) Legal description of property: Lot _____, Block _____
 _____ addition to the City of Woodway, Texas

 OR ... If the property is not platted, applicant must mark the _____ (line) provided and attach a complete field note description of the property to this application.
- (2) Physical address of property: _____
- (3) Current zoning district of property: _____
- (4) Zoning district being requested: _____
- (5) Has this request been made before: ____ Yes or ____ No

- If yes, provide date(s): _____
- (6) Present use of property: _____
- (7) Proposed use of property: _____
- (8) Reason for requested change: _____

Applicant name: _____

Business name, if applicable: _____

Mailing address: _____

Telephone number: _____ Fax Number: _____

Email Address: _____

Owner of property (if applicant is not owner): _____

Mailing address: _____

Telephone number: _____ Fax number: _____

Email address: _____

“I hereby certify that the above is true and correct. In addition, I certify that I have checked to determine what, if any, deed restrictions apply to this property, and have found that there are none that conflict with this request.”

Signature of Applicant

Date

TO BE COMPLETED BY OWNER (IF APPLICANT IS NOT OWNER)

“My signature below is evidence that I fully consent to the change in zoning classification that is being requested on the property I own which is described above in #1 of this application.”

Signature of Owner

Date

City Manager

Date