



Process for Zoning Change

1. APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION TO THE CITY THREE (3) WEEKS PRIOR TO THE PLANNING AND ZONING (P&Z) MEETING:
 - **Application Fee:**
 - Single Residential Lot
 - Special Use Permit - Private Club
\$550 + \$50 refundable deposit for zoning sign = \$600
(**Note:** Please submit in 2 separate checks)
 - All Other
\$1,050 + \$50 refundable deposit for zoning sign = \$1,100
(**Note:** Please submit in 2 separate checks)
 - **Application**
 - **Legal description of property to be rezoned**
 - **Background data – site plans**
2. City takes public hearing notice to newspaper 2 weeks prior to P&Z meeting.
3. Notice for public hearing published in newspaper 10 days prior to P&Z meeting.
4. Planning and Zoning Commission meeting: **2nd and 4th Monday of each month.**
5. Planning and Zoning Commission sends a recommendation to the City Council.
6. City takes public hearing notice to newspaper 3 weeks prior to City Council meeting.
7. Notice for public hearing published in newspaper 15 days prior to City Council meeting.
8. City Council meeting: **1st and 3rd Tuesday of each month.**
9. Ordinance is prepared.
10. Ordinance is approved at next City Council meeting.
11. Ordinance is published in newspaper for two (2) consecutive weeks, before being made official.

APPLICATION FOR A CHANGE IN ZONING CLASSIFICATION

To The City Plan Commission
City of Duncanville, Texas



File # _____
(To be supplied by City)

Legal Description of the Property:

Location or Address of Property:

Property Owner's Name and Address:

Current Zoning Classification: _____

Desired Zoning Classification: _____

Reasons for Desired Zoning Classification:

CURRENT STATUS OF DEVELOPMENT

A. General:

B. Description of Existing Improvements:

SUPPLEMENTAL INFORMATION

A. DEED RESTRICTIONS

1. Existing: _____

2. Proposed: _____

B. Time of Development:

C. Current Status of Planning:

D. Maps and Exhibits (Please Attach):

E. Estimated Value of Land (For Statistical Information Only):

F. Estimated Value of Improvements (For Statistical Information Only):

Name of Applicant (Please Type or Print)

Signature of Applicant

Street

Applicant's Status with Regard to the Property

City State Zip

Telephone Number

Date