

CITY OF JACKSONVILLE
ZONING APPLICATION

PART I.

- A. Requesting: Please check the type of zoning you are requesting:
() General Zone Change (\$ 75.00) Non-refundable regardless of outcome
() Special Use Permit (\$ 75.00) Non-refundable regardless of outcome
() Temporary Use Permit (\$ 25.00) Non-refundable regardless of outcome

A General Zone Change is a request by an Applicant for a change in a designated Zoning District within the City limits of the City of Jacksonville to seek recommendation of the Planning & Zoning Commission for approval/denial of a request to change the designated Zoning to meet an applicant's specific request for use of their property. Recommendations are presented to the City Council for final approval. The process generally takes approximately 60-90 days. (REQUEST A COPY OF THE APPROVED USES OF ZONING DESIGNATIONS)

A Special Use Permit is a permit requested in a designated Zoning District that is not a permissible use of the Zoning District in which the special use permit is being sought. Each Zoning District has specific Special Use Permits, which are required to be submitted before the Planning and Zoning Commission. (Examples: Included, but not limited to: Daycare Centers, Bed & Breakfast, Churches, Public Parks, Playground, Public or Private School & etc.) (REQUEST A COPY OF THE APPROVED USED OF ZONING DESIGNATIONS)

A Temporary Use Permit is a request initiated by a property owner or his authorized agent by filing an application with the Planning and Zoning Commission. The application shall be accompanied by a site plan, drawn to scale, showing the location and arrangement of the proposed temporary use. A Temporary Use Permit is for temporary use of property for an event or action that is not to be construed as permanent. A Temporary Use Permit shall be considered by the Planning and Zoning Commission and City Council and shall include specific time limits. (Examples: included, but not limited to: Carnival, Circus, Temporary Skating Rink, Temporary Church Revival, Tent Revival, Amusement Development for temporary or seasonal periods of time.)

B. Applicant (s) Name and Address

Applicant (s): _____
Address: _____
City and State: _____
Telephone No. _____

Description & Location of Property requested to be changed:

Lot, Block & Addition: _____
Property Address/Location: _____

Plat Page No (s): (If applicable): _____

| | |
|----------------------------|-------------------------|
| PRESENT ZONING DESIGNATION | PROPOSED ZONING REQUEST |
| CLASSIFICATION: _____ | CLASSIFICATION: _____ |
| AREA (ACREAGE): _____ | AREA (ACREAGE): _____ |

C. REASON (S) FOR REQUEST (Please be specific): _____

D. STATEMENT REGARDING RESTRICTIVE COVENANTS/DEED RESTRICTICON:

I have searched all applicable records and, to my best knowledge and belief, there are no restriction covenants that apply to the property as described in Part I (B) which would be in conflict with this rezoning request.

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_____ NONE _____ COPY ATTACHED
E. Attached hereto the sum of: _____ (\$ 75.00) Zone Change/Special Use Permit
_____ (\$ 25.00) Temporary Use Permit

I do hereby understand that regardless of the outcome of this request, the processing fees stated above are non-refundable.

ALL REQUESTS FOR ZONING MUST INCLUDE THE FOLLOWING INFORMATION:

1. A site plan of all proposed uses on property under consideration to include but not limited to:
 - a. The zoning classification of all abutting zoning districts.
 - b. All public and private rights-of-way and easements bounding and intersecting the land under consideration.

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PART II.

A. Authorization of Agent:

I (we), the undersigned, being owner (s) of the real property described above, do hereby authorize (PLEASE PRINT NAME) _____ to act as our agent in the matter of this request. The term agent shall be construed to mean any lessee, developer, option holder, or authorized individual who is legally authorized to act in behalf of the owner (s) of said property. (Application must be signed by all owners of subject property).

Owner (s) Name: _____ Owner (s) Name: _____
Address: _____ Address: _____
City, State, Zip: _____ City, State, Zip: _____
Phone: _____ Phone: _____

Signature: _____ Signature: _____

The authorized Agent/Property Owner must sign this portion of the application in the presence of a Notary in and for the State of Texas. By signature of the Authorized Agent/Property Owner permission is being submitted to the Applicant to apply for the Zone Change.

AUTHORIZED AGENT'S/PROPERTY OWNERS NAME: _____
ADDRESS: _____
CITY, STATE, ZIP: _____

SIGNATURE OF AUTHORIZED AGENT/PROPERTY OWNER: _____

SUBSCRIBED TO AND SWORN BEFORE ME, this _____ day of _____, 20_____.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

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**INFORMATION FOR COMPLETING APPLICATIONS FOR
REQUESTING ZONE CHANGES**

- A. All zoning is by ordinance and only the City Council has the authority to adopt or to change an ordinance. The Council has assigned the study of zoning and rezoning to the City Planning and Zoning Commission, which will make recommendations to the council. If the Planning and Zoning Commission recommends this request for rezoning, it will not be effective until it is passed by the City Council. The rezoning process normally requires a period of sixty (60) to ninety (90) days.
- B. All requests must be filed in the Planning and Zoning Department located at 1220 South Bolton St., Jacksonville, Texas. A filing fee must be received with the completed application form.
- C. The Planning and Zoning Commission hears all requests on the third (3rd) Tuesday of each month at 5:30 P.M. in the Municipal Court, 307 E. Commerce, Jacksonville, TX. Please have a representative present at public hearing.
- D. The applicant has the duty to produce evidence before the Planning and Zoning Commission and City Council to legally justify the proposed zoning change. This generally requires a showing that conditions affecting the property have substantially changed since the last zoning classification decision of the City.

*******IMPORTANT*******

PLEASE CHECK WITH THE BUILDING OFFICIAL OR THE PUBLIC SERVICE DIRECTOR AS TO THE AVAILABILITY OF WATER AND SEWER TO SERVICE THE AREA WHERE YOU ARE ZONING TO BUILD. CHECK WITH THE BUILDING OFFICIAL OR THE ZONING DEPARTMENT AS TO THE RESTRICTIONS AND REGULATIONS OF CITY REQUIREMENTS FOR THE SET BACK REQUIREMENTS, PARKING REQUIREMENTS, PAVING REQUIREMENTS, ETC. AND RESEARCH THE AREA IN WHICH YOU ARE REQUESTING A ZONE CHANGE FOR CRITERIA STANDARDS REQUIRED FOR THAT ZONED AREA. YOU MAY BRING YOUR REQUEST BEFORE THE PLANNING AND ZONING BOARD AT ANY TIME FOR ANY REQUEST, BUT YOU MUST BE AWARE OF THE ZONING REQUIREMENTS OF THE AREA FOR WHICH YOU ARE SEEKING A ZONE CHANGE.