



AMENDMENT TO THE ZONING MAP (REZONING) APPLICATION

GENERAL DATA REQUIRED

Development/Project Name:

Assessor's Parcel Number(s):

Current General Plan Land Use Designation:

Gross Area (Acre/Sq. Ft.):

Current Property Zoning:

Project Location

Current Land Use:

Description of Project

Proposed Land Use:

PROPERTY OWNER INFORMATION

Owner Name:

Street Address:

Phone:

City:

State:

Zip Code:

E-Mail:

APPLICANT / AGENT REPRESENTATIVE INFORMATION

Name:

Company:

Street Address:

Phone:

City:

State:

Zip Code:

E-Mail:

Applicant Signature:

Date:

A pre-application request must be submitted, and a pre-application meeting must be held before the submission of this application (Section 21-6-2.1.A. of the Eloy Code) — unless the Zoning Administrator waives a pre-application in writing per section 21-6-2.1.D. of the Eloy Code. Before submitting an application, the applicant must receive a submittal checklist signed and dated by the Community Development Director or the City Planner. Applications submitted without the aforementioned will be deemed incomplete, and not accepted for review.

FOR OFFICE USE ONLY

Accepted By:

Submittal Date:

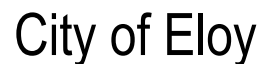
Fees:

CASE NO:

Receipt Confirmation No.

Fees Paid:

GL# 10-319-0120



Community Development
525 North C Street, Suite 102
Eloy, Arizona 85131

****If multiple property owners exist, each owner shall complete an Owner's Permission Form.***

Property address:

A.P.N.(s): _____

I, the undersigned, I am the owner of the land specified above, or I am the duly and lawfully appointed agent of the owner of the land and have authority from the owner to sign this affidavit on the owner's behalf. I do hereby grant permission act on my behalf for the planning and zoning/permit application to the following Applicant / Agent Representative(s):

Authorized Owner(s)/Representative Name (Print or Type):

Authorized Owner/Representative's (Print or Type): _____

Company, Corporation, Trust, etc. Name (Print or Type):

Signature: _____

STATE OF _____)
)
) SS
County of _____)

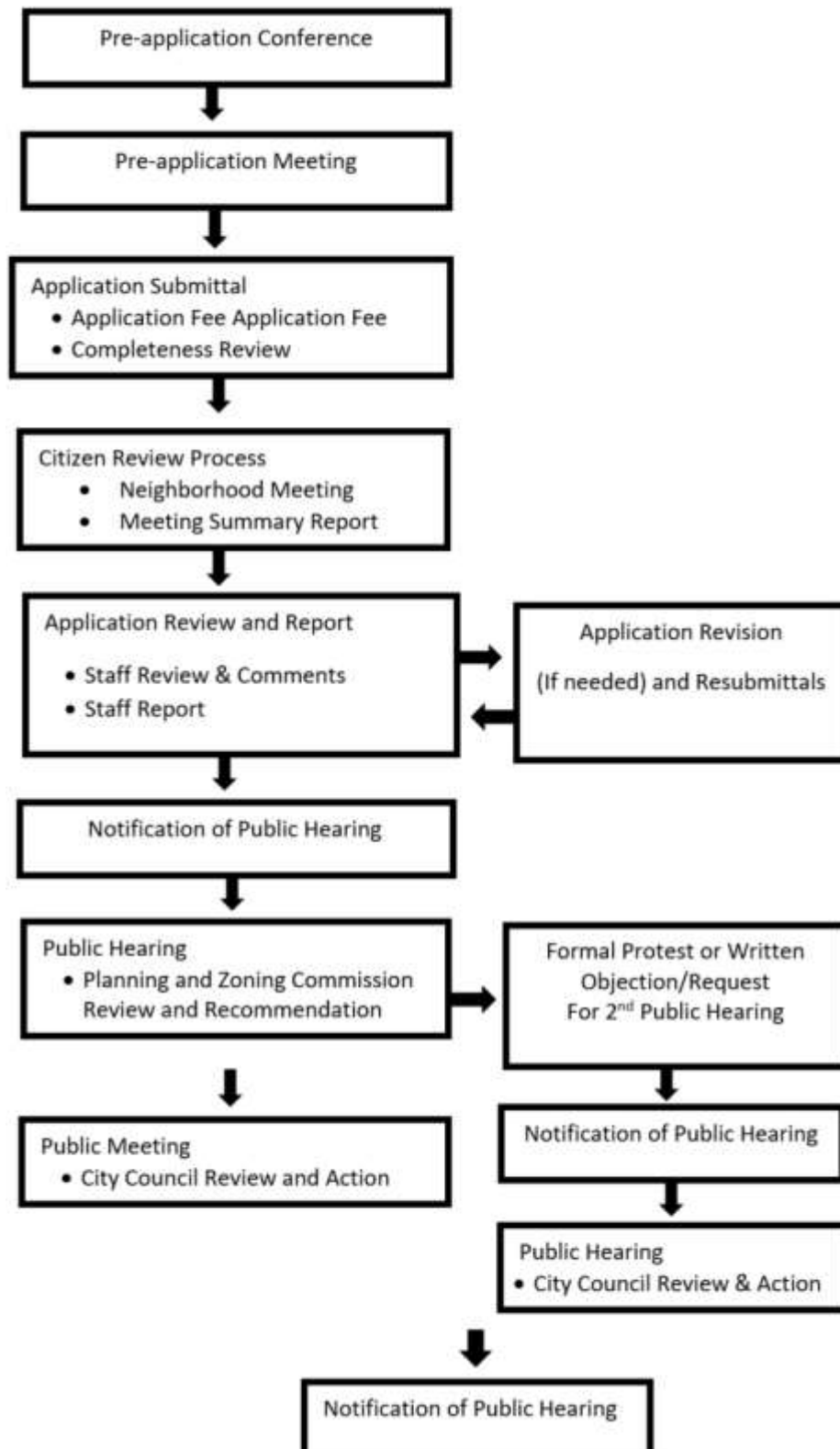
On this _____ day of _____, 20____, before me, the undersigned Notary Public,
personally appeared _____, known to me to be the person(s) whose name
is subscribed to the within this instrument and acknowledged that _____
executed the same.

IN WITNESS WHEREOF, I hereto set my hand and official seal.

My commission expires:

Notary Public

REZONING APPLICATION PROCESS:





Amendment to the Zoning Map (Rezoning)

SAMPLE APPLICATION CHECKLIST FOR REFERENCE PURPOSES ONLY AND NOT FOR APPLICATION SUBMITTAL PURPOSES

PURPOSE AND APPLICABILITY:

This application checklist aims to provide applicants with a list of the minimum information needed to submit for an Amendment to the Zoning Map to make changes to the Official Zoning Map, or to make changes to a previously approved map amendment. The City Staff strives to inform applicants of all information that is necessary to be submitted with the first submittal of an application, although upon review of the submitted material, additional information may need to be provided with a follow-up resubmittal of an application.

PRE-APPLICATION CONFERENCE - REQUIRED:

Before submitting a submittal of an Amendment to the Zoning Map application, all applicants must submit a pre-application request and have had a meeting with the Zoning Administrator.

INITIATION OF AMENDMENTS:

An amendment to the Official Zoning Map may be initiated by:

- A. City Council, on its own motion;
- B. The Planning and Zoning Commission;
- C. The Zoning Administrator or
- D. The owner of the subject property or authorized agent.

ADVISORY

Please be advised of the following

- Incomplete applications will not be accepted for review. All fees must be paid, and required material must be submitted prior to an application being accepted for review.
- Unless requested, paper submittals will not be accepted.
- Unless otherwise specified, all documents shall be submitted as in PDF and all layers flattened.
- All Documents shall be named as indicated on the application checklist.
- Any application that includes documents that are not flattened or the file names does not follow the document names as indicated in the Checklist, the application will be returned as Administratively Incomplete, and the submittal will be rejected.



PART I -- GENERAL REQUIREMENTS

Required	Received	Description of Documents Required for Complete Application. No application shall be accepted without all items marked below.
☒	☐	1. Amendment to the Zoning Map Checklist
☒	☐	2. Amendment to the Zoning Map (Rezoning) Fee \$ <u>See attached fee schedule</u> (subject to change every July), and Public Works Fee \$ <u>See attached fee schedule</u> (see fee schedule, subject to change every July) Notification Fee \$ <u>To Be Determined</u> (actual city accrued cost, to be paid prior to scheduling the Planning and Zoning hearing)
☒	☐	3. Amendment to the Zoning Map (Rezoning) Application
☐	☐	4. Pre-application waiver signed by the Zoning Administrator.
☒	☐	5. Property Owner Authorization Required when the property owner is represented by an agent (e.g. Lawyer, planner, architect, landscape architect, etc.
☒	☐	6. Commitment for Title Insurance – No older than 30 days from the submittal date Include complete Schedule A and Schedule B (requirements form provided)
☒	☐	7. Results of ALTA Survey – No older than 1 year from the submittal date
☒	☐	8. Legal Description (if not included as part of the Commitment for Title Insurance)
☒	☐	9. Legal Description of the area of the proposed Zoning - Delay submittal. (This is only required if the lot or parcel will have more than one zoning designations. The legal description is to be submitted with the 2 nd submittal of the application or 21 days before the Planning Commission Hearing, whichever is first.)
☒	☐	10. Waiver of Claims for Diminution in Value of Property, or refusal (Delay submittal until 21 days before Planning Commission Hearing) (sample agreement available for reference)

PART I – NARRATIVE, PLANS, REPORTS, RELATED DATA AND INFORMATION

Required	Received	Description of Documents Required for Complete Application. All Plans, Building Elevations, Perspectives, and Details shall be black-line drawings of suitable quality for reproduction and without gray-tones or shading, except as otherwise noted. No application shall be accepted without all items marked below.
☒	☐	11. Application Narrative (to be provided in PDF and Word formats) Written narrative to include the following minimum information: - Summary of the proposed Amendment to the Zoning Map (Maximum 1 page) - Current Zoning District - Proposed Zoning District (s) - A section specific to the criteria of Section 21-6-6.4: Issues for Consideration of the Zoning of the City of Eloy Zoning Ordinance. Please specify each criterion and provide a response to the criterion. For example, please use the following format.



☒	☐	A. Consistency (or lack thereof) with the adopted Eloy General Plan, and other adopted plans; Response: <i>Provide your written response here in italic text...</i> B. Compatibility with the existing zoning and conforming uses of nearby property and with the character of the neighborhood; Response: <i>Provide your written response here in italic text...</i> Each of the criteria shall be provided, even if it is not applicable to the application. If a criterion is not applicable in the applicant's opinion, specify the criterion and provide a statement that the criterion is not applicable to this application. - In the criterion that is to be provided pertaining to the General Plan Consistency (or lack thereof), please elaborate how the request complies with the goals and policies of the General Plan. Provide the applicable goals and polices, specific how the application conforms to them. Use the same format described above for the criteria of Section 21-6-6.4. - In accordance with the criteria of Section 21-6-6.4, please identify which goals that application is not consistent with. - Planned Area Development (PAD) additional narrative information. All applications for a PAD, or an amendment thereto, shall address PAD's criteria of Section 21-2-7.5. of the City of Eloy Zoning Ordinance. - Steps that will be taken to minimize any potential or foreseen negative impacts to adjacent property owners.
☒	☐	12. Planned Area Development (PAD) proposed amended use and development standards. Provide the proposed additions and deletions to the underlying zoning district property development standards and land use. The document is to be provided in PDF and Word formats.
☒	☐	13. Citizen Review Plan (to be provided in PDF and Word formats) - Describe the plan for notification (Refer to the City of Eloy Zoning Ordinance, Chapter 21, Section 21-6.2.3) - Provide the list of persons to be notified, which must be at least all property owners within 300-feet of the perimeter boundary of the application. - Provide a map that identifies the location of the persons notified - Provide a draft letter that will be sent to the property own (to be provided in PDF and Word formats) - Provide a draft of the sign mockup own (See the Public Hearing Site Posting Guidelines. Document is to be provided in PDF and Word formats)
☒	☐	14. Citizen Review Report (to be submitted with the Second submittal of the application, or 21 days before the Planning and Zoning Commission Hearing, whichever is first) - Affidavit of Notification - Affidavit of Sign Posting
☒	☐	15. Conceptual Site Plan (Please include a conceptual use location/site plan with the rezoning application to identify the location of all existing and proposed improvements for the hotel, RV parks, etc. Alternatively, plan of the general proposed use area locations would be acceptable with the ALTA)



City of Eloy

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☒	☐	16.	Conceptual Subdivision Plan
☒	☐	17.	Adjacent Improvement Map Show all adjacent properties, buildings and structures, land uses, zoning designations and public streets and ways within a radius of three hundred feet (300') and the proposed improvements.
☐	☐	18.	Planned Area Development (PAD) Development Plan booklet (8"x11" and maps at 11"x17", to be provided in PDF and Word formats)
☐	☐	19.	Master Drainage Report - To be prepared in accordance with the Pinal County Drainage Manual - Any advanced hydraulic or hydrologic models shall be included
☐	☐	20.	Master Drainage Plan To be prepared in accordance with the Pinal County Drainage Manual
☒	☐	21.	Drainage Report To be prepared in accordance with the Pinal County Drainage Manual
☒	☐	22.	Drainage Plan To be prepared in accordance with the Pinal County Drainage Manual
☒	☐	23.	Basis of Design Report for Water
☒	☐	24.	Basis of Design Report for Wastewater
☒	☐	25.	Traffic Impact Analysis
☒	☐	26.	Traffic Impact Statement
☒	☐	27.	All files are to be submitted on a USB drive unless another electronic file transfer method is approved prior to the submittal.
☐	☐	28.	Other Requirement:
		29.	If you have any questions regarding this application checklist, please contact your Project Coordinator. Coordinator Name (print): _____ Phone Number: 520-466-2578 Coordinator Name (signature): _____ Date: _____ Coordinator e-mail: _____ The City Planner or Community Development Director must sign the checklist prior to the submittal of the application; otherwise, the application will not be accepted. Required Notice Pursuant to A.R.S. §9-836, an applicant/agent may request a clarification from the city regarding an interpretation or application of a statute, ordinance, code or authorized substantive policy, or policy statement. Requests to clarify an interpretation or application of a statute, ordinance, code, or policy statement administered by the Community Development Department, including a request for an interpretation of the Zoning Ordinance. All requests shall be submitted in writing to the Community Development Department to the attention of the Community Development Director. All such written requests must be submitted in accordance with the A.R.S. §9-839