



Zoning Change Procedure

1. If a property owner wishes to change the zoning status request a “Change of Zoning Application” form at City Hall. Once filled out the application with all lot and block information, and any other property information pertinent to the proposed zoning you will pay \$100.00 per lot filing fee.
2. The application will then be placed on the next agenda of the Planning & Zoning Commission. Notice of hearing will be placed in the local paper at least 10 days prior to the date set for a hearing and mailed to all citizens with property within 200’ of the subject property under consideration, no less than 14 days prior to the date set for a hearing. P&Z Commission meets 4 times per year. When possible, meeting will be called early to accommodate the property owner’s needs.
3. P&Z Commission will hear from the petitioner and adjacent property owners, and other parties with a Bonafide interest in the rezoning petition. The Commission will decide based on the long-range city plan, input from adjacent property owners, and the best interest of the City of Emory. If the Commission votes in favor of the zoning change, the recommendation will be made to City Council for a final vote. If the Council’s vote is “for”, the zoning change will be effective immediately.
4. If the P&Z refuses to hear the zoning change request or denies the change, the petitioner can appeal to the City Council by requesting the City Secretary to be put on the agenda for the next Council meeting to ask the council to overturn the P&Z Commission decision. The Council’s decision is final as far as the city process is concerned.
5. For additional information visit: Franklin Legal Publishing, powered by CTSz2.



CITY OF EMORY
PO BOX 100 / 399 N TEXAS ST.
EMORY, TEXAS 75440
903-473-2465

Change of Zoning Application

Name: _____ Date: _____

Mailing Address: _____ City: _____ St: _____ Zip: _____

Phone: _____ Email: _____

Property Location:

Lot: _____ Block: _____ Addition: _____

Attach current city tax receipt with application.

Application fee is \$100.00 per lot.

Plat of parcel detailing size, location of utilities, placement and size of proposed structure, location, and size of other existing structures.

Nature of request: (Please state what type of zoning you are requesting with explanation as to why.)

I understand that it is necessary for me to be present at the City of Emory Planning & Zoning Commission Public Hearing.

Signature: _____

All plats, etc., must be filed with the City Secretary at the time this application is filed with payment of all fees for the city. Notice will be sent regarding the hearing date.

OFFICE USE ONLY

Total Fee: _____ Date Received: _____ Fee Received: Y____ N____