



Zoning Map Amendment Application to the Common Council

City of Buffalo, New York

Section 496-11.3.2 of the City Code: a Zoning Map Amendment allows for amendment of the Zoning Map in response to changed conditions or changes in City policy.

Procedure

1. Complete this form.
2. Attach to this form a property survey and any additional relevant materials such as site plan, elevations, photographs or other materials. Required submittals must be printed no larger than 11" x 17".
3. Deliver two (2) copies of this form with attachments to the City Clerk in Room 1308 City Hall.
4. Pay fee of \$500 to the City Clerk. Checks Payable to "City Clerk." Visa or MasterCard also accepted.
5. The City Clerk will review the Zoning Map Amendment Application and determine if it is complete. An application is complete if all questions on the form have been fully answered and required materials have been attached.
6. After staff review and the application is determined complete, the applicant will receive a Notice of Complete Application which includes the dates of public hearings. Until a Notice of Complete Application is received, the project will not be scheduled for a public hearing regardless of the date the application was submitted.
7. At least ten (10) days prior to the scheduled Common Council public hearing, all applicants for a Zoning Map Amendment must install a sign at the project site. A printable template of this sign is available at Room 1308 City Hall. Requirements and standards for this sign are found within the Posted Notice Section 496-11.2.2.C. of the City Code. The sign can be removed when all public hearings are complete/closed.
8. Attend the City Planning Board meeting to discuss your application for a Zoning Map Amendment.
9. The City Planning Board will review the application and make a recommendation to approve, approve with conditions, or deny the application, and forward the recommendation to the Common Council.
10. Attend the public hearing held by the Common Council to discuss your application for a Zoning Map Amendment.
11. The Common Council will review the application and make a decision to approve, approve with conditions, or deny the application.

Please note: Any information provided with this application will be made public at www.buffalony.gov/meetings



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Applicant Information

Property Owner

Identify the property owner associated with the zoning map amendment:

Name _____ Cell Phone _____
Organization _____ Business Phone _____
Mailing Address _____ Fax Number _____
City _____ State _____ Zip _____ Email _____

Agent

Identify any person or organization representing the property owner in this matter:

Name _____ Cell Phone _____
Organization _____ Business Phone _____
Mailing Address _____ Fax Number _____
City _____ State _____ Zip _____ Email _____

Property Information

Assessed Address: _____
Area of Parcel (square feet): _____ Acres: _____
Year property purchased by current owner: _____
Historic District/Property (within or adjacent): _____
Council District: _____

Rezoning Request

Current Zone: _____ Current Zone Overlay (if applicable): _____
Proposed Zone: _____ Proposed Zone Overlay (if applicable): _____
Current Use(s): _____
Proposed Use(s): _____
Justification (attach additional information if necessary):



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Adjacent Descriptions

Description of adjacent uses:

North: _____ East: _____

South: _____ West: _____

Description of adjacent zones:

North: _____ East: _____

South: _____ West: _____

Description of adjacent neighborhood: _____

Disclosure Affidavit

I maintain that the information provided above is true and accurate to the best of my knowledge:

Property owner or applicant name (print): _____ Date: _____

Property owner or applicant signature: _____

Notary

State of New York)

) ss

County of Erie)

On the ____ day of ____ in the year ____ before me, the undersigned, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public