



CITY OF HALTOM CITY, TEXAS
4801 Haltom Rd., Post Office Box 14246, Haltom City, Texas, 76117, 817-222-7757

APPLICATION FOR REZONING

Date: _____	File Number: _____
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I, _____, the undersigned applicant hereby make application for the
(please print)
Rezoning of the following described property located in the City of Haltom City, Texas:

Address of Property: _____

Legal Description: Lot: _____ Block: _____ Addition: _____

Tract: _____ Survey: _____ Abstract: _____

Current Zoning Classification: _____ **Current Use:** _____

Proposed Zoning Classification: _____ **Proposed Use:** _____

Reason for Zoning Change Request: _____

Has a Design Review Conference (DRC) been held on this property? Yes No **Date:** _____

The undersigned hereby certifies that the above named subdivision and accompanying data is true and correct. All provisions of laws and ordinances governing this zoning change request will be complied with whether specified herein or not. The scheduling of this application on the agenda of the Planning & Zoning Commission for consideration does not presume the approval of the above mentioned request.

Name:

(signature of applicant) (date)

(address of applicant) (telephone number/Fax)

Name:

(signature of owner) (date)

(address of owner) (telephone number/Fax)

FOR CITY USE ONLY

Application Fee \$300.00 **Received By:** _____ **Receipt Number:** _____

Accepted for Completeness by: **Staff Signature:** _____ **Date:** _____

EVENT

DATE

ACTION

P & Z Action: _____

City Council First Reading (if applicable): _____

City Council Second Reading (if applicable): _____

REZONING CHECKLIST

Complete Application

Fee Paid (for rezoning request)

Survey or Site Plan in 11x17 size format. If submitting 24x36 prints, 3 copies must be submitted of all Site Plans are prints.

Detailed letter of intent on company letterhead (where applicable) addressed to the Planning and Zoning Commission and City Council.

Drawing of proposed structure with detailed measurements in 11x17 size format.

Completed Building permit application with contractor information, work to be performed, material and cost estimates (If applicable).

Picture(s)

Must have signature, address & phone number of applicant and property owner..

** All applications will first be reviewed by Staff and then taken before the Planning and Zoning Commission and City Council. IF approved by the City Council, then a building permit or Certificate of Occupancy will need to be obtained either by applicant and/or a licensed contractor. A separate fee is charged for the building permit.