



Planning Department
700 W US Highway 67
Venus, Texas 76084
972-366-3348 extension 206
www.cityofvenus.org

Zone Change Application

APPLICANT INFORMATION

Date: _____

Property Owner: _____

Street: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Email Address: _____

Authorized Agent: _____

Street: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ E-mail: _____

PROJECT INFORMATION

Address/Location being rezoned: _____

Street: _____ City: _____ State: _____ Zip Code: _____

Parcel ID #: _____ Approximate Acreage: _____

Legal Description (Subdivision/Survey): _____

Zone Change from: _____ To: _____

Existing Land Use: _____

Reason for Zone Change: _____

What is the current or most recent use for this property? _____

Please provide a basic description of the proposed use:

I understand by placing my signature below that this is an application for Zone Change only. I further understand that this application does not represent an application for a building permit and that approval of plans submitted for zone change review does not represent approval of a building permit. Please see Zone Change Checklist, Zone Change Template Instructions.

Applicant's Signature: _____

Date: _____

Zone Change Requirements

Please submit the following items along the completed application and appropriate fees. The project cannot be scheduled for consideration unless all items are marked complete.

ITEM	DESCRIPTION	DATE	INITIALS
1	Zoning Application	_____	_____
2	Application Fee	_____	_____
3	Survey	_____	_____
4	Metes & Bounds Description	_____	_____
5	Warranty Deed	_____	_____
6	Preliminary Site Plan/Sketch (18" by 24")	_____	_____
7	If not owner, Authorization Letter from Owner	_____	_____
8	Written statement describing proposed use(s)	_____	_____
9	Digital Plans (PDF File/CAD Drawings)	_____	_____
10	Any other information (elevations, pictures, etc.).	_____	_____

I understand that in accordance with State Law and Zoning Ordinance, no later than ten (10) days prior to consideration by the Planning and Zoning Commission:

A notice will be published in the Midlothian Mirror describing the request and the date, time, and location of the public hearing; and

Notices will be mailed to all property owners within 200 feet of the tract describing the request and the date, time, and location of the public hearing.

I understand that while all requirements for the submittal or a re-zoning request may be complete, the Planning Commission and City Council are the only authorities for the consideration and approval or denial of the request.

Note: If acreage property is involved, then a survey and metes and bounds description are required.

A Site Inspection will be conducted as part of the rezoning process.

OFFICE USE ONLY

Staff Recommendation

☐

Approval

☐

Denial

Planning & Zoning

☐

Approved

☐

Denied

City Council

☐

Approved

☐

Denied

Case #

Comments: