



**Planning Department**  
700 W US Highway 67  
Venus, Texas 76084  
972-366-3348 extension 206  
[www.cityofvenus.org](http://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	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Denial
Planning & Zoning	<input type="checkbox"/>	Approved	<input type="checkbox"/>	Denied
City Council	<input type="checkbox"/>	Approved	<input type="checkbox"/>	Denied

Case #

Comments: