

Application Fee: \$200.00
Date Paid: _____
ID #: _____



City of El Campo
Inspections &
Planning Department
315 E. Jackson St.
El Campo, TX 77437
cityofelcampo.org

REZONE REQUEST APPLICATION

DATE _____

REZONE DEFINED: Rezoning is the act of changing the current zoning designation assigned to a single or multiple lot, tract or property in order to conform to several conditions including conforming with the El Campo 2020 Comprehensive Plan, the character of the neighborhood, reflecting the existing conditions or similar requirement as specified in the Zoning Ordinance No. 2000-09. The applicant brings the request before the Planning and Zoning Commission for consideration. If approved, a report is submitted to the City Council for approval. If approved, the Zoning Ordinance No. 2000-09 is amended by ordinance changing the zoning designation. Refer to [Chapter 10 Unified Development Code](#) for further information.

APPLICATION SUBMITTAL: Applications will be conditionally accepted on the presumption that the information, materials, and signatures are complete and accurate. If the application is incomplete or inaccurate, your project will be delayed until corrections and/or additions are received. Please submit complete application in person to the Permit Clerk or City Planner at City Hall (315 E. Jackson St., El Campo, TX 77437) or by email to City Planner, Krystal Hasselmeier at KHasselmeier@cityofelcampo.org.

Applicant

Name: _____ Complete Mailing Address: _____

Phone: _____ Email: _____

Property Owner - Check if same as Applicant

Name: _____ Complete Mailing Address: _____

Phone: _____ Email: _____

Physical Location of Property: _____

Legal Description:

HCAD Tax ID #: _____ Abstract #/Subdivision: _____ Block: _____ Lot/Tract: _____

Current Use of Property: _____ **Current Zone:** _____

Rezone Requested* (What zoning designation & use is being requested?): _____

**If multiple properties are included in this request, a notarized letter from each of the property owners MUST be included with this application indicating their support for rezoning their property. The Full name of the property owner, complete mailing address, address/legal description/Wharton CARD ID number, and account number of the property to be rezoned must be included with this application. No request will be approved and placed on the P&Z Commission agenda without a letter from all affected property owners.*

This is to certify that the information on this form is complete, true, and correct and the undersigned is authorized to make this application. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial.

Applicant Name

Applicant Signature

Date

Owner Name

Owner Signature

Date



SUBMITTAL REQUIREMENTS

The following summary is provided for the applicant's benefit. However, fulfilling the requirements of this summary checklist does not relieve the applicant from the responsibility of meeting the regulations in the Zoning Ordinance, subdivision regulations, and other development related ordinances of the City of El Campo.

A complete application must include:

- **Application Fee: \$200.00**
- **Tax Certificate from the County indicating property ownership and current tax payment status (*taxes must be current to process application*)**
- **Letter of Intent explaining the zone change request in detail, why the zoning is being requested to be changed, and the uses that are being proposed**
- **If the applicant is the designated agent, the application shall include a written statement from the property owner authorizing the agent to file the application on his behalf**
- **Provide evidence or proof that all taxes and obligations have been paid regarding the subject property**

The City's staff may require other information and data for specific required plans. Approval of a required plan may establish conditions for construction based upon such information.

PROCESS

City Staff will complete a report for the Planning and Zoning (P&Z) Commission that will provide all the details the P&Z Commission will need to make a determination. It is always in the best interest of the applicant to be present for the meeting to answer any specific questions the commissioners might have. The public hearing will allow anyone to speak and offer support or protest the request. Once the public hearing is complete, the P&Z Commission can choose to table the discussion (if they need additional information, etc.), or choose to vote for or against the request. If approved, a report and ordinance amending the zoning ordinance will be placed on the City Council agenda for consideration. If approved, the amending ordinance will become part of the record.

REZONING CRITERIA

In considering any application for rezoning, the planning and zoning commission and city council may give consideration to the criteria in this section, to the extent pertinent to the application. In addition, other factors may be considered which may be relevant to the application. ([Section 10.02.032](#))

- 1) Conformance of the proposed zoning and use with the El Campo 2020 Land Use Plan and other city policies.
- 2) The character of the neighborhood.
- 3) The zoning and use of nearby properties, and the extent to which the proposed zoning and use would be compatible.
- 4) The suitability of the property for the uses permitted by right in the proposed zoning district.
- 5) The extent to which approval of the application would detrimentally affect nearby properties.
- 6) The extent to which the proposed use would adversely affect the capacity or safety of that portion of the street network or present parking problems in the vicinity of the property.
- 7) The extent to which approval of the application would harm the value of nearby properties.
- 8) The gain to the public health, safety, and welfare due to denial of the application as compared to the hardship imposed upon the landowner as a result of denial of the application.
- 9) There are exceptional circumstances or conditions applicable to the property involved or to the intended use or development of the property that do not apply generally to other property in the same zone or neighborhood.