

# Planning & Zoning

415 West University Drive  
Edinburg, Texas 78539  
(956) 388-8202



## Zone Change Application

ENERGOV CASE # \_\_\_\_\_

Date: \_\_\_\_\_

1. Property Owner (required): \_\_\_\_\_ 2. Phone: \_\_\_\_\_

3. Mailing Address: \_\_\_\_\_

4. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

5. Owner's Email: \_\_\_\_\_ 6. Cell No. \_\_\_\_\_

7. Agent (not owner): \_\_\_\_\_ 8. Agent's Phone: \_\_\_\_\_

9. Agent's Mailing Address: \_\_\_\_\_

10. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

11. Agent's Email: \_\_\_\_\_

12. Address/Location being Rezoned: \_\_\_\_\_

13. Legal Description of Property: \_\_\_\_\_ 14. Property ID(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

15. Zone Change: From: \_\_\_\_\_ To: \_\_\_\_\_

16. Existing Land Use: \_\_\_\_\_

17. Reason for Zone Change: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Please Print Name)

\_\_\_\_\_  
Signature

### OFFICE USE ONLY

REVIEWED BY \_\_\_\_\_ DATE RECEIVED \_\_\_\_\_

**\*INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED OR SCHEDULED EVEN IF PAYMENT IS MADE.**

CASE#

# Zone Change Application Requirements



All items are required to be submitted with the application.

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>DATE</u>	<u>INITIALS</u>
1.	Zoning Application	_____	_____
2.	Application Fee \$400 <b><u>(FEE IS NON-REFUNDABLE)</u></b>	_____	_____
3.	Survey*	_____	_____
4.	Metes & Bounds Description*	_____	_____
5.	Warranty Deed	_____	_____
6.	Preliminary Site Plan/Sketch	_____	_____
7.	Authorization Letter from Owner (If not owner)	_____	_____
8.	Special Use Permit (if applicable)	_____	_____

**\*NOTE:**

**IF ACREAGE PROPERTY IS INVOLVED, AND/OR REZONING DOES NOT FOLLOW LOT LINES, THEN A SURVEY AND A METES AND BOUNDS DESCRIPTION ARE REQUIRED.**

**A SITE INSPECTION WILL BE CONDUCTED AS PART OF THE REZONING PROCESS.**

PUBLIC HEARING DATE (PLANNING & ZONING COMMISSION) – 5:30 PM: \_\_\_\_\_

PUBLIC HEARING DATE (CITY COUNCIL) – 6:00 PM: \_\_\_\_\_

***(NOTE: BOTH MEETINGS ARE HELD AT THE EDINBURG CITY COUNCIL CHAMBERS)***