



PLANNING &  
CODES

### Application Zoning Change/Rezoning/Map Amendment

Zoning Change From: \_\_\_\_\_ To: \_\_\_\_\_ Fee - \$250.00

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

Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Record Owner of Property/Agent\*: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Address or General Location: \_\_\_\_\_

Property ID(s): \_\_\_\_\_ Site Acreage: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Reason for, or explanation of, requested zoning change: \_\_\_\_\_

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

**\*\* See Next Page for Traffic Impact Analysis (TIA) Threshold Worksheet\*\***

Criteria for Approval

1. The proposed zoning is consistent with the Comprehensive Plan and any community, neighborhood and other applicable land use and development plans;
2. The proposed zoning is compatible with existing and permitted uses of surrounding properties;
3. The proposed zoning does not have an adverse impact on surrounding properties or the natural environment;
4. The proposed zoning results in a logical and orderly development pattern;
5. The proposed zoning is not merely intended to create an economic benefit to the property owner;
6. Other factors that impact public health, safety, or welfare.

Fee:	Received by:	Date:
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**\*Note: An agent must furnish a signed "Letter of Authorization" from the owner, when submitting this application**

## Traffic Impact Analysis Threshold Worksheet

Complete this form as an aid to determine if your zoning change requires a Traffic Impact Analysis.

### For Residential Development

Anticipated Land use	# of Units	Peak Hours	Peak Hour Trip Rate	Peak Hour Trips	Trip Rate Source
					ITE Code: Other:

### For Non-Residential Development

Anticipated Land use	Project Size			Peak Hours	Peak Hour Trip Rate	Peak Hour Trips	Trip Rate Source
	Acres	GFA	Other*				
							ITE Code: Other:

\*specify other : \_\_\_\_\_

If Property already has a TIA on file, complete this table; if not, skip to the next table

Peak Hours trips projected in Current TIA	Peak Hour Trips from one of the above tables Projected in Updated Project	Increase in Peak Hour Trips (if over 100 additional trips, a new TIA is required)

### Information regarding the person/agency who prepared the TIA

I, being the undersigned preparer, acknowledge that the above information provided is accurate and up-to-date and based on the current proposed land use.

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Preparer: \_\_\_\_\_

Comments: \_\_\_\_\_

Notes: GFA (Gross Floor Area – building size)

ITE (Institute of Transportation of Engineers, *Trip Generation* 7<sup>th</sup> Edition, 25 School St, SW Suite 410, Washington DC 20024-2729)