



City of Clay
P.O. Box 345
Clay, Al 35048-0345

PLANNING AND ZONING APPLICATION

Hearing Date: _____ Case No. _____

Hearing Time: _____

The undersigned owner hereby applies to the City of Clay Planning and Zoning Commission for a favorable recommendation to the City of Clay City Council in relation to change of zoning on:

Parcel Identification No. _____

Lot(s) _____ Block _____ Survey _____

Section _____ Township _____ Range _____

From _____ District To _____ District

Use: _____

Site Location: _____

Approximate Acreage _____ General Area _____

Receipt No. _____ Received by _____ Date _____

Also Notify: I hereby certify that I am owner/authorized agent of the
Above described property.

Owner's Signature

Address

City, State and Zip Code

Telephone

Planning and Zoning Commission: Continued _____ Approved _____ Denied _____

City of Clay City Council: Under Advisement _____ Approved _____ Denied _____

Date Notifications Mailed: P & Z _____ City Council _____

Decision _____

NOTE: "THE OWNER/APPLICANT ACKNOWLEDGES THAT THE REQUEST FOR A CHANGE IN ZONING OF THE PROPERTY DESCRIBED HEREIN PERMITS THE CITY OF CLAY CITY COUNCIL TO REZONE THE PROPERTY TO ANY SUITABLE ZONING DISTRICT WHICH MAYBE OTHER THAN THAT REQUESTED HEREIN."

PLANNING AND ZONING REQUIREMENTS

IN ORDER TO FILE AN APPLICATION FOR REZONING, THE FOLLOWING REQUIREMENTS MUST BE MET AND INITIALIZED:

Office Applicant

- _____ _____ The recorded deed for ownership. If ownership is held by more than one individual, we will need the names, addresses and phone numbers of these individuals.
- _____ _____ Legal description of the property, if not contained within the deed, a signed/sealed survey prepared by a registered Alabama Land Surveyor will be required.
- _____ _____ If only a portion of the property is to be rezoned, a legal/metres and bounds description will be required for that portion.
- _____ _____ Conceptual Development Plan.
- _____ _____ Owner's signature. If the owner will be represented in this request by someone else, their signature as an authorized agent will be accepted provided a signed, notarized (with raised seal) authorization for is submitted.
- _____ _____ For individual single family residential uses which constitutes and upgrade (e.g. Industrial to Residential) the application fee is one hundred (\$100.00) dollars.
- _____ _____ For a subdivision development the fee is fifty (\$50.00) dollars for the first ten (10) lots and five (\$5.00) dollars for each individual lot. Maximum fee of one hundred (\$100.00) dollars
- _____ _____ For all other single family residential uses, a fee of thirty-five (\$35.00) dollars is charged.
- _____ _____ For all other classifications, except single family residential, an initial fee of fifty (\$50.00) dollars for the first ten (10) acres plus five (\$5.00) dollars for each additional acre. Maximum fee two hundred (\$200.00) dollars.

_____ _____ The fee and charges specified in Article 18 Section 1801 shall be non-refundable and shall not be conditioned upon or related to the action taken with respect to such application.

_____ _____ Engineer name, address and phone numbers.

_____ _____ Entrance and approximate dimensions of project staked out for City Engineer to evaluate.

Fee exemptions – Churches, City properties, projects funded entirely by the City of Clay and the hearing process for assigning initial zoning to annexed properties (in accordance with Article 6 of Zoning Ordinance) shall be exempt from all such zoning fees.