



City of Reedley

Community Development Department
1733 Ninth Street
Reedley, CA 93654
(559) 637-4200
<http://www.reedley.com>

Change of Zone Submittal Requirements

Please use this information sheet as a checklist to assemble materials required for your Rezone application and bring it with you when you submit your application. If you have any questions about any item requested or if you wish to obtain information on processing schedules, please call the Community Development Department at (559) 637-4200. Ext. 222. The following items must be submitted in order to process your application. If your plans are not legible, or do not contain the required information listed below, your application will not be accepted as complete for processing and/or may extend the length of time needed to review this project.

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- ☐ Completed Master Application Form
 - ☐ Environmental Assessment Form
 - ☐ Application Fee (Rezone and Environmental Assessment)
 - ☐ Preliminary Title Report and/or Supporting Deed Document (prepared within 60 days of submittal).
 - ☐ Letter of Owner Authorization (If the Owner is not the Applicant)
 - ☐ Legal Description for the Proposed Rezone Boundary
 - ☐ Assessor's Parcel Map (Three copies; 11" X 17"; boundary outlined or hatched)
 - ☐ Staff consultation: Based on project scope additional information and/or planning studies may be required:
 - Traffic Impact Study
 - Air Quality Analysis
 - Historic Resources Inventory
 - Market Analysis
 - Other: _____
 - ☐ Submit a CD containing all of the above requested documents in a PDF format.

Operational Statement must include the following:

- ☐ Project Site Address
- ☐ Assessor's Parcel Number (APN)
- ☐ Acreage to be rezoned
- ☐ General Plan land use designation
- ☐ Describe existing and proposed General Plan land use designations
- ☐ Describe existing and proposed zone district designations
- ☐ Is existing zone district designation consistent with the proposed planned land use? (See General Plan 2030 Update, Table 2.3 - Planned Land Use and Zone District Consistency Matrix, Page 28)
- ☐ Describe how this proposed zone district designation is complementary to the surrounding setting
- ☐ Describe how this proposed zone district designation helps to implement the General Plan 2030 goals and objectives
- ☐ Describe any contact or discussion you have had with your surrounding neighbors or others potentially impacted by this proposal

I verify that I am submitting all the required materials on this checklist and I acknowledge that failure to comply with these requirements may result in my application not being accepted and/or may extend the length of time needed to review this project.

Applicant's Signature

Date