

Date \_\_\_\_\_

**CITY OF EASTMAN APPLICATION FOR ZONING CHANGE OR SUBDIVISION REVIEW**

Name of applicant \_\_\_\_\_ Telephone No \_\_\_\_\_

Address of applicant \_\_\_\_\_

Email Address of applicant \_\_\_\_\_

Address of property being considered \_\_\_\_\_ Map/Parcel \_\_\_\_\_

In order that the general health, safety, and welfare of the citizens of the City of Eastman may be preserved, and substantial justice maintained, I (we) the undersigned respectfully request in connection with the property hereinafter described:

\_\_\_\_\_ Rezoning from \_\_\_\_\_ zone to \_\_\_\_\_ zone. Fee \$250.00

\_\_\_\_\_ A variance from the terms of the Zoning Ordinance/Subdivision Regulations. Fee \$150.00

\_\_\_\_\_ Special Use Permit. Fee \$150.00

\_\_\_\_\_ A hearing on Preliminary/Final Subdivision Plat. Fee \$150.00

The subject property is described as follows: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (Attach copy of legal description also)

The proposed use of the property is: \_\_\_\_\_

\_\_\_\_\_

**REZONING**

Describe any changes which have taken place in the area to indicate that a change in zone is justified.

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

Describe any error which may have occurred in zoning.

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

**VARIANCE**

Describe the unusual conditions of the property pertaining to size, shape, location or topography which justify the variance.

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

**SPECIAL USE PERMIT**

Give the section number of the Zoning Ordinance which refers to the special use applied for:

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

In the case of a  
**SUBDIVISION**

Copy of the Preliminary Plat shall be attached.  
Copy of the Final Plat and supporting statements shall be attached.

I hereby certify that I am the owner, or legal agent of the owner, in fee simple of the above-described property.

WITNESS

SIGNED

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

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

It is the recommendation of the **Eastman Planning Commission** that the preceding application is **approved, disapproved.**

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

\_\_\_\_\_  
Signature—Chairman

**City Council Action**

**Approved / Disapproved** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by a vote of \_\_\_\_\_ FOR and \_\_\_\_\_ AGAINST.

\_\_\_\_\_  
Signature—Chairman of the City Council

**REZONING:**

1. Make application and pay proper administrative fee at City Hall.
2. Planning & Zoning Board will have first reading of application at the next regular scheduled meeting (application must be in office 1 week prior to meeting). Board will decide whether or not to proceed with application for public hearing at the next regular meeting.
3. Advertise in local newspaper the property for public hearing three consecutive weeks prior to public hearing and post sign on property for rezoning three consecutive weeks prior to public hearing.
4. Attend scheduled meeting for approval or disapproval.
5. Board action will be given to city council for final approval on 4<sup>th</sup> Monday night or next regularly scheduled meeting after Planning & Zoning board acts.
6. Council will finalize application within 30 days of being presented Planning & Zoning recommendation.

**VARIANCE: SPECIAL USE PERMIT: RESIDENT OPERATED BUSINESS:**

1. Make application and pay proper administrative fee at City Hall.
2. Planning & Zoning Board will have first reading of application at the next regular scheduled meeting (application must be in office 1 week prior to meeting). Board will decide whether or not to proceed with application for public hearing at the next regular meeting.
3. Advertise in local newspaper one week prior to public hearing and post sign on property at three consecutive weeks prior to public hearing.
4. Attend scheduled meeting for approval or disapproval.
5. Board action will be given to city council for final approval on 4<sup>th</sup> Monday night or next regularly scheduled meeting after Planning & Zoning board acts.
6. Council will finalize application within 30 days of being presented Planning & Zoning recommendation.

**SUBDIVISION REVIEW:**

1. Complete application & pay proper administrative fees. Attach copy of preliminary plats showing water, sewage, roads and general layout of subdivision.
2. Submit above packet to P & Z Board at meeting. Attach any and all pertinent information supporting project & justifying any variances requested. Board will act on application at next regularly scheduled meeting.