

City of McLendon-Chisholm
1371 West FM 550
McLendon-Chisholm, Texas 75032
TEL: (972)524-2077 FAX: (972)524-9128

ZONING CHANGE APPLICATION

Receipt # _____ Date of Application: _____
Fee \$200.00 + Mailing Costs (due with application)
All Consulting Fees - to include City Planning, City Engineer Fees, and extraordinary Legal Fees will be assumed by applicant (+Administrative & Mail Costs).

Address and/or Location of Request _____

Property Legal Description _____

Existing Zoning: _____ Requested Zoning: _____

Applicant's Name: _____ Phone No. _____

Status of Applicant (Owner/Agent) _____ Phone No. _____

Applicant's Address: _____

City, State, Zip: _____

Owner's Address: _____

City, State, Zip: _____

I certify that I am the owner of the property described in this petition and _____ is authorized to file this application on my behalf.

Signature of Owner _____ Date _____

Signature of Applicant _____ Date _____

The following must be submitted along with the completed petition before processing and scheduling:

- 1) Legal Description and plat of the subject site.
Two (2) copies of field note description typed and attached on a separate sheet (plain bond Paper-not letterhead) or the subdivision name with lot and block number.
- 2) Map, a location map clearly showing the site in relation to adjacent streets and distance to Nearest thoroughfare.
- 3) Filing Fee of \$200.00 for requested change plus cost of mailings.
- 4) Names and address of legal property owners within 200 feet of property.

ZONING CHANGE APPLICANT

The following items must be submitted along with the completed petition before processing and scheduling.

1. Completed Application
2. Legal Description and plat of the subject site. Two (2) copies of field note description typed and attached on a separate sheet (plain bond paper-not letterhead) and the subdivision name with lot and block number.
3. A location map clearly showing the site in relation to adjacent streets and distance to nearest thoroughfare.
4. Filing Fee of \$200.00 for the requested change of property + Mailing Costs.
5. Names and Addresses of Legal Property Owners within 200 feet of property. (The city will need to send these out 11 Days or more giving notice of the Public Hearing)
6. If not the owner of the property, have a letter from the owner stating that the applicant is authorized to file the application.
7. Post signs of Proposed Zoning Change at the property site. (City does)
8. All **Consulting Fees** - to include City Planning, City Engineer Fees, and extraordinary Legal Fees will be assumed by applicant (+Administrative & Mail Costs).