



# COMMUNITY DEVELOPMENT DEPARTMENT

## LAND USE ORDINANCE AMENDMENT APPLICATION

FOR CITY USE ONLY				
Date Received:	Date Determined Complete:	Fees Paid:	PC Meeting:	CC Meeting:
Fees: \$500 plus all applicable Engineering costs				

DATE: \_\_\_\_\_

AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

WHAT PORTION(S) OF THE LAND UE ORDINANCE BEING REQUESTED TO BE AMENDED (Title / Chapter / Section): \_\_\_\_\_

PROVIDE VERBIAGE OF WHAT YOU FEEL THE ORDINANCE SHOULD BE CHANGED TO: \_\_\_\_\_

ATTACH ANY ADDITIONAL INFORMATION YOU HAVE FROM OTHER CITIES THAT HAVE THIS SIMILAR VERBIAGE OR REQUIREMENT: \_\_\_\_\_

NAME OF PETITIONER(S):

\_\_\_\_\_

I (WE) HAVE READ THE APPLICATION AND HEREBY CERTIFY THAT THE INFORMATION IS CORRECT TO THE BEST OF MY (OUR) KNOWLEDGE.

\_\_\_\_\_  
SIGNATURE OF PETITIONER(S)

\_\_\_\_\_  
SIGNATURE OF PETITIONER(S)

\_\_\_\_\_  
SIGNATURE OF PETITIONER(S)

### Criteria for Approval of Land Use Ordinance Amendments

*General Plan Consistency Required. No amendment to any Land Use Ordinance may be recommended by the Commission nor approved by the Council unless such amendment is found to be consistent with the General Plan. In considering a Land Use Ordinance Amendment, the Commission and the Council shall consider the following factors, among others:*

- 1) *The effect of the proposed amendment to advance the goals and policies of the Roy City General Plan.*
- 2) *The effect of the proposed amendment on the character of the surrounding area.*
- 3) *The compatibility of the proposed uses with nearby and adjoining properties.*
- 4) *The suitability of the properties for the uses requested.*
- 5) *The overall community benefits.*



### **Land Use Ordinance Application Requirements Checklist:**

1. Provide a written narrative describing how the proposed Land Use Ordinance Amendment will enhance the existing goals, objectives, and policies of the General Plan.

### **Procedures for Amending the Roy City Land Use Ordinances**

1. The procedures for the review and consideration of a Land Use Ordinance Amendment Applications are identified by Figure 5-2.
2. Determination of Application Completeness. An application for a Land Use Ordinance Amendment shall be considered by the Zoning Administrator for a determination of application completeness.
3. Commission Public Hearing Required. Prior to recommending a Land Use Ordinance Amendment Application to the Council, the Commission shall hold a public hearing in accordance with the procedures of Land Use Ordinances, and providing the minimum notice of such public hearing as required by Ordinance.
4. Commission Recommendation. At the meeting, or at meetings, following the meeting at which the public hearing is held, the Commission shall formulate a recommendation on the Land Use Ordinance Amendment Application to the Council.
5. Commission Recommendation Transmitted to Council. After the Commission has reviewed the application, and formulated a recommendation, the Commission shall transmit to the Council a copy of the Commission's recommendation, all public comments, and all other relevant materials of the proceedings before the Commission. Following receipt of the Commission recommendation the City Recorder shall place the Land Use Ordinance Amendment Application on the agenda of a regular public meeting of the Council for the Council to consider the Commission recommendation of the Land Use Ordinance Amendment Application.
6. Council Action. At a regular public meeting, the Council shall consider the Land Use Ordinance Amendment Application, the Commission recommendation, and all other information and materials. The Council may approve the Land Use Ordinance Amendment Application General Plan Amendment Application, as presented to the City, revise the proposed amendment and approve the proposed amendment as revised, or deny the Land Use Ordinance Amendment Application. If the Council approves the proposed amendment as submitted, or as revised, the Council shall adopt the Land Use Ordinance Amendment by Ordinance.

### **Consideration of a Land Use Ordinance Amendment:**

In considering a Land Use Ordinance Amendment Application, the Planning Commission and City Council shall consider criteria provided by 10-5-10 of the Roy City Zoning Ordinance.

FIGURE 5-2 - Zoning Ordinance Amendment Application and Zoning Map (Rezone) Amendment Application Procedures

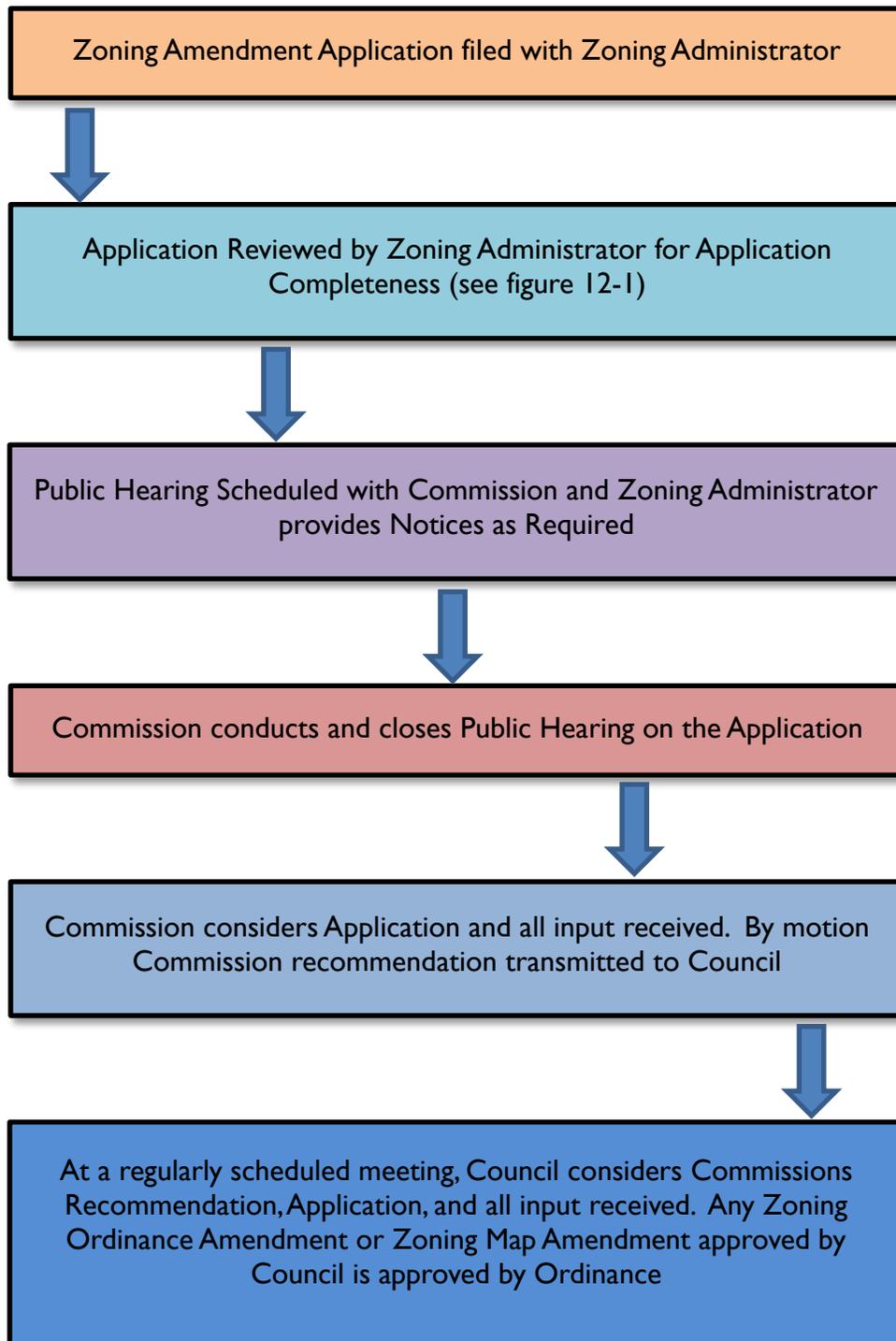


Figure 12-1 – Determination of Application Completeness Procedures

