

TO RE-ZONE

1. Fee: \$250.00

2. Petition:

Submit a petition to the Planning Commission giving the legal description of the property involved and the zoning classification requested for the property. The petition shall also include a statement and diagram explaining why the proposed changes will not conflict with surrounding land uses.

All notarized petition(s) must be submitted to the office of the City Clerk in ample time for publication.

3. Public Hearing:

Upon receipt of a petition for a re-zoning, the Planning Commission shall hold a public hearing on the proposed re-zoning after:

- a. Publishing a notice in a newspaper of general circulation in the City at least one time fifteen days prior to the public hearing, setting forth the time and place of such hearing and the proposed re-zoning.

(The Planning Commission Meeting is the 1st Monday of every month.)

4. Action by Planning Commission:

Following the public hearing the proposed re-zoning may be approved as presented or in modified form by a majority of the Planning Commission and recommended for adoption by the City Council, with reasons for such recommendations stated in writing.

If the Planning Commission disapprove(s) a proposed amendment, the reasons for such disapproval shall be given in writing to the petitioner.

If the Planning Commission neither approves nor disapproves a proposed amendment within forty-five (45) days after receipt of a petition for amendment, the Secretary, upon request of the applicant, shall refer the proposed amendment to the City Council for its action.

5. Action by the City Council:

The City Council, by majority vote, may by ordinance adopt the recommended re-zoning submitted by the Planning Commission or may return the proposed re-zoning to the Planning Commission for further study and recommendations.

If the City Council does not concur with the recommendation of the Planning Commission, either as first submitted or as submitted after restudy, the City Council may, by a majority vote, amend these Regulations by granting the original request for re-zoning in full in modified form.

6. Appeal by Petition to the City Council:

Following disapproval of a proposed amendment by the Planning Commission, the petitioner may appeal such disapproval to the City Council, provided that the petitioner states specifically in writing to the City Clerk why he considers the Planning Commission's findings and decisions are in error. Such appeal shall be filed with the City Clerk within fifteen (15) days from the date of the Planning Commission action.

7. Re-petitions for Zoning:

No application for zoning amendments will be considered by the Planning Commission within twelve (12) months from the date of final disapproval of a proposed amendment unless there is evidence submitted to the Planning Commission which justifies reconsideration.

Notes:

- If re-zoning property be certain to re-zone only the one lot, if you re-zone all of property then the whole property is that zone.
- The City of Mena suggests that the petitioner visit with neighbors and inform them of the proposed change and project.
- All notarized petition(s) must be submitted to the office of the City Clerk in ample time for publication.