ZONING CHANGE APPLICATION

Authority: The City of Fairhope is authorized under the Code of Alabama, 1975 to create, establish, and amend zoning districts throughout the corporate limits.

Public Notice: All zoning change applications are required by State Law to give notice in both the newspaper and to all real property owners with 300 feet of the proposed change. The cost of this notice is paid by the applicant. All notice charges are paid at the time of application submission.

Zoning change requests are a public hearing at both the Planning Commission and the City Council meetings. All interested persons will be given the opportunity to speak either pro or con for the proposal.

Planning Commission: The Planning Commission will conduct the required public hearing and has three (3) options: 1) recommend approval to the City Council; 2) recommend denial to the City Council; or 3) table the request for further study.

City Council: The City Council will conduct the required public hearing and consider the recommendation of the Planning Commission. The Council has four (4) options: 1) deny the request; 2) approve the request; 3) table the request for further study; or 4) return the request to the Planning Commission for re-consideration.

The City Council has final authority in determining if a zoning change request is approved.

Zoning Change Application Submission: The zoning change application must be complete. An application is not considered complete unless all required documents are provided at the time of submission. An incomplete application may not be accepted by staff.

Deadlines: The City of Fairhope wishes to expedite the zoning change process in the best and most effective manner possible. To that end, it is important that deadline times and dates are adhered to by the applicant.
ZONING CHANGE FLOW CHART

Consultation with Staff

Zoning Change Application Submittal

Staff Review of Submission

Planning Commission Consideration

Disapproval

Approval

City Council Consideration

- Completed Application
- Property Map
- Map of adjacent properties with zoning
- Names and addresses of property owners within 300 ft.
APPLICATION FOR ZONING DISTRICT CHANGE

Property Owner / Leaseholder Information
Name: ____________________________ Phone Number: ________________________
Street Address: _____________________________________________________________
City: __________________________ State: ________ Zip: _____________________

Applicant / Agent Information
If different from above. Notarized letter from property owner is required if an agent is used for representation.
Name: ____________________________ Phone Number: ________________________
Street Address: ____________________________________________________________
City: ________________________ State: ________ Zip: _____________________

Current Zoning of Property: _______________________________________________
Proposed Zoning/Use of the Property: _______________________________________
Property Address: _________________________________________________________
Parcel Number: ___________________________________________________________
Property Legal Description: ________________________________________________
Reason for Zoning Change: ________________________________________________

Property Map Attached           YES   NO
Metes and Bounds Description Attached           YES   NO
Names and Address of all Real Property Owners within 300 Feet of Above Described Property Attached.           YES   NO

Character of Improvements to the Property and Approximate Construction Date: _____________
____________________________________________________________________________________________
____________________________________________________________________________________________

Zoning Fee Calculation:
Reference: Ordinance 1269

I certify that I am the property owner/leaseholder of the above described property and hereby submit this application to the City for review. *If property is owned by Fairhope Single Tax Corp. an authorized Single Tax representative shall sign this application.

___________________________________________  ___________________________________________
Property Owner/Leaseholder Printed Name  Signature

___________________________________________  ___________________________________________
Date       Fairhope Single Tax Corp. (If Applicable)
ORDINANCE NO. 1054

AN ORDINANCE AMENDING ORDINANCE NO. 557 KNOWN AS THE ZONING ORDINANCE TO REQUIRE THAT PUBLIC NOTICE SIGNS BE POSTED ON PROPERTY BEING CONSIDERED FOR A ZONING CHANGE

- WHEREAS, The City of Fairhope, Alabama has recognized that the planning process is open to public participation and input, and
- WHEREAS, The City of Fairhope, Alabama realizes that planning decisions that impact the city should be publically known, and
- WHEREAS, The City of Fairhope, Alabama desires to maximize public knowledge and input into the planning process, and
- WHEREAS, The City of Fairhope, Alabama is dedicated to serve the citizens of the community by keeping them informed about potential change,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE ALABAMA, THAT:

1. The ordinance known as the Zoning Ordinance (No. 557) Section 8.61, amended by Ordinance 1025, is hereby amended to insert the following paragraph:

   The applicant is also required to post on the property being considered for a zoning change a sign that gives public notice. This sign shall be posted adjacent to a publicly dedicated street. The sign shall be furnished by the City at the time of application. The sign shall be no later than 15 days before the Planning Commission meeting and shall remain posted until after final action by the City Council. The applicant shall remove the sign from the property and return it to the City within 2 days of final action by the City Council.

   It is the sole responsibility of the applicant to post the sign in accordance with these regulations. Failure to post this sign may result in nullification of the zoning change decision and application.

2. Severability Clause
   If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or otherwise invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

3. Effective Date
   This ordinance shall be in full force upon its adoption and publication as provided by law.

   Adopted this the 10th day of May 1999.
   James P. Nix, Mayor
   Geniece W. Johnson, City Clerk
CERTIFICATION OF PROPERTY OWNER NOTIFICATION LIST
As Required by the City of Fairhope

Hearings on Zoning Change applications require notification to all property owners within 300 feet of the property under consideration for the change. This list must be the most current property owners’ records available from the Baldwin County Revenue Office.

By signing below, I ____________________________, (applicant) do hereby certify that the property owner list attached to this application was obtained from the Baldwin County Revenue Office and is a complete list of all real property owners/lessees within 300 feet of the parcel submitted for consideration by the Planning & Zoning Commission.

_____________________________________  __________________________
Signature of Applicant or Authorized Agent   Date of Application