

Procedure for Rezoning Real Property



1. Applicant (property owner or owners) must:
 - a. Fill out and submit to the City Recorder an Application for *Rezoning Real Property*
 - b. Pay applicable fee(s) to City Recorder.
 - c. Include a complete legal description of the property proposed to be rezoned.
 - d. A list of all adjacent property owners within three hundred feet (300') of the property proposed for rezone and their addresses.
2. At a regularly scheduled Farr West City Planning Commission meeting, the Commission will vote to determine whether or not to hold a public hearing on the proposed rezone. If the Commission decides at this point not to hold a public hearing on the proposed rezone, and the decision is upheld by the City Council, all fees will be refunded.
3. A notice advertising the public hearing on the rezone proposal will be published per state requirements. Consideration of the Application for Rezoning Real Property may be placed on the agenda for the next Planning Commission meeting following a public hearing.
4. The City will notify the adjacent property owners of the proposed rezone.
5. A public hearing may be held no sooner than 15 days after the notice of the public hearing is advertised. The Planning Commission may require additional information from the applicant at this hearing. The applicant is strongly encouraged to attend the public hearing.
6. The Application for Rezoning Real Property will be considered and discussed by the Farr West City Planning Commission in a regularly scheduled meeting of the Commission. The applicant must be present at this meeting. The Planning Commission may require additional information and/or changes to the applicant's request at this time. The requested changes may require that the applicant appear before the Planning Commission at additional meetings.
7. The Farr West Planning Commission will then make a recommendation, either to accept or reject the application, to the Farr West City Council.
8. At a regularly scheduled City Council meeting, The City Council will consider the application and Planning Commission's recommendations. The Council may require additional information from the Planning Commission or the applicant at this meeting. The Council may vote to determine whether or not to hold an additional public hearing on the proposed rezone. Any additional information and/or recommendations requested of the Planning Commission shall be returned to the City Council within thirty (30) days.
9. After the public hearing(s), the Farr West City Council may vote to accept, reject or table the rezone application. The City Council may overrule the planning commission's recommendation by a majority vote of its members.
10. If the rezone is granted by the City Council, the complete legal description of the property must be filed with the Farr West City Recorder.