



APPLICATION: ZONING CHANGE / SPECIFIC USE PERMIT
107 S. Main St.
Aubrey, Texas 76227
940-440-9343

In order to ensure a thorough and expedited review of a plan, all development requests require that a pre-application discussion or a pre-submittal meeting occur prior to making an application to the City. Contact Aubrey permitting staff for more information.

Applicant Name/Address: _____

City, State, Zip: _____ Phone #: _____

Email: _____

Property Owner Name/Address: _____

City, State, Zip: _____ Phone #: _____

Address and/or location of request: _____

Legal description: _____

Existing zoning: _____ Requested Zoning/Use: _____

I certify that I am the owner of the property described above and that (I am/the applicant is) authorized to file this petition on my behalf.

Owner's signature required to authorize application submittal: _____

Signature of Applicant: _____

The Texas Local Government Code generally requires that the municipal authority responsible for approving plans is to take action within 30 days of proper filing. Because thorough review, and resubmittal of corrections, generally requires in excess of 30 days, an opportunity to allow for additional review time is available to an owner/applicant. You may contact city staff for information on requesting a time extension and for scheduling your plan. In cases where city staff does not have adequate time for review and corrections to be made, there is a high likelihood that the plan will be forwarded to PZ and CC with a recommendation of denial.

FEES (assessed per Art. A8.000 Planning and Zoning Fees):

Zoning Change/SUP		\$600.00
Certified Letters \$10.00 per letter x _____	= \$	_____
Legal Notice	=	\$100.00

TOTAL **\$_____**

Paid: _____ Date: _____ Receipt #: _____



CHECKLIST OF SUBMITTED REQUIREMENTS (for “straight” zoning request):

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1. Map of property, drawn to scale, with dimensions, adjacent properties within two hundred feet, streets and alleys, and all existing buildings on the subject property.
2. Legal description of the subject site – a copy of field note description typed and attached on a separate sheet and/or the subdivision name with lot and block number.
3. A complete list of the current property owners within two hundred feet of the subject property, based on the most recently approved tax roll for Denton County.

In addition, for Planned Developments (PD) and Specific Use Permits (SUP), see City’s Site Plan checklist for necessary items to be submitted for review and consideration.