



Pella Planning & Zoning Department

# APPLICATION TO REZONE PROPERTY

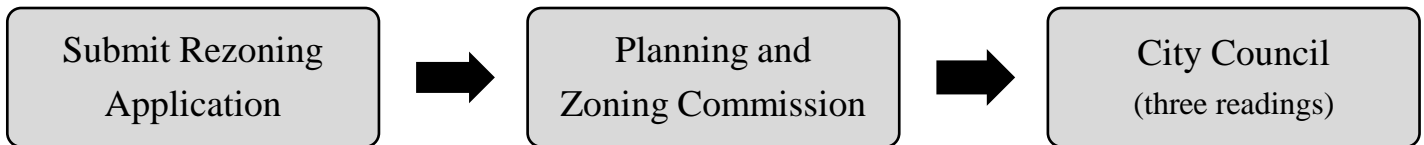
*Document last updated on January 1, 2020*

SUBMIT FORM TO:

City of Pella  
 Planning and Zoning Department  
 825 Broadway Street  
 Pella, IA 50219

Land in Pella is separated into different zoning districts which regulates specific land use classifications. A rezoning application may be submitted by a property owner (or authorized agent), the Planning and Zoning Commission, or the City Council. See [Pella City Code Chapter 165.38](#) for regulations and other information relating to rezoning requests. Please be advised, incomplete applications will not be accepted or reviewed by city staff.

## REZONING PROCEDURES AND PUBLIC HEARING PROCESS



Please review Section 2 below to ensure all necessary information and/or documents are included with this application. Once this is accepted by city staff the application will be processed. As required by Code, the City will publish a legal notice detailing this request in the newspaper. A letter detailing this request will also be sent to property owners within 300-feet of the subject property. Then a public hearing will be held for the Planning and Zoning Commission and City Council meetings. Incomplete applications will not be accepted or processed by city staff.

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION
Name:	Name:
Address:	Address:
Phone:	Phone:
Email:	Email:

### SECTION 1. SUBJECT PROPERTY DETAILS

Address:	Legal Description:
Current Land Use:	Proposed Land Use:
Current Zoning District (circle): A1 RR R1 R1A R1B R1C R2 R3 R4 CBD CUC CC PUD CPD INS M1 M2	Proposed Zoning District (circle): A1 RR R1 R1A R1B R1C R2 R3 R4 CBD CUC CC PUD CPD INS M1 M2
Reason for Rezoning and Nature of Operating Characteristics:	

**SECTION 2. REQUIRED APPLICATION DOCUMENTS**

Applications will not be considered or accepted by staff unless the following items are completed and included:

- Pre-Application meeting with city staff – Date of Meeting: \_\_\_\_\_
- Application and Fee – completed application form and review payment (\$250.00)
- Graphic Information – site plans, elevations or other materials determined by the Zoning Administrator
- Rezoning Aerial – a map indicating the property to be rezoned and affected properties.
- Address List – the applicant must provide staff a list of land owners within 300-ft of the subject property.

**SECTION 3. ACKNOWLEDGEMENTS** (check which applies)

I certify that \_\_\_ I am the legal owner on record, or \_\_\_ I have secured the property owner’s permission, to submit this application and that the above information is correct and complete to the best of my knowledge.

\_\_\_\_\_  
Printed Name and Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Signature of Property Owner

\_\_\_\_\_  
Date