



CITY OF PALM DESERT
DEPARTMENT OF COMMUNITY DEVELOPMENT
 73510 Fred Waring Drive, Palm Desert, California 92260
 Phone (760) 346-0611 • Fax (760) 776-6417 • planning@cityofpalmdesert.org

CHANGE OF ZONE APPLICATION

Applicant Name: _____

Phone: _____

Mailing Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

Property Owner Name: _____

Phone: _____

Mailing Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

Representative: _____

Phone: _____

Mailing Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

Please Send Correspondence to (Check One): Applicant Property Owner Representative

Property Address(es): _____

Assessor Parcel No(s): _____

Existing Zoning: _____ **General Plan Designation:** _____

Proposed Zoning: _____

Project Request (Describe the Nature of Approval Requested):

Property Owner Authorization: The undersigned states that they are the owner(s) of the property described and herein give authorization for the filing of the application.

Print Name: _____ **Signature:** _____ **Date:** _____

Applicant/Representative Signature: By signing this application, I certify that the information provided is accurate. I understand that the City might not approve what I am applying for and/or might require conditions of approval.

Print Name: _____ **Signature:** _____ **Date:** _____

OFFICE USE ONLY

Project No: C/Z _____

Date Received: _____

Received By: _____

Case Planner: _____

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I. PURPOSE:

The Zoning Map and Zoning Ordinance may be amended in accordance with the procedures described in Section 25.78.030 or 25.78.040 of the Palm Desert Municipal Code (PDMC). Staff will investigate the request, prepare a report, and recommendation, publish legal notices, and notify the applicant and adjacent property owners of all public hearings. Change of Zone applications requires a public hearing with the Planning Commission prior to scheduling a public hearing with the City Council. If denied by the City Council, no similar Change of Zone application may be filed for one (1) year after the date of denial.

II. SUBMITTAL REQUIREMENTS:

1. Complete the application, with required signatures.
2. All required plans and exhibits as described in the application.

III. PROCEDURE:

1. Submit a complete application and appropriate fee to the Department of Community Development for staff review. Staff will investigate the request, prepare a staff report with a recommendation, publish legal notices, and notify the applicant and adjacent property owners of the public hearings with the Planning Commission and City Council.
2. Staff will present the proposed Change of Zone to the Planning Commission for a recommendation to the City Council.
3. Staff will present the proposed Change of Zone to the City Council for final approval, typically within four to six weeks from the Planning Commission recommendation.

IV. SUPPORTING DATA:

1. Name of Applicant _____
2. This request is made for property described as (exact legal description):

3. Total area of the site (if more than one zone is requested, give subtotal for each): _____

4. Existing Zoning: _____
5. Proposed Zoning: _____
6. General Plan Designation: _____
7. Assessor's Parcel No(s): _____
8. The property is located at: _____
Between (streets): _____ and _____
9. The present use of this property is: _____

10. The applicant offers the following reasons to justify the request for a Change of Zone: _____

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OWNER AND/OR OWNER'S AUTHORIZED AGENT AFFIDAVIT

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE)
CITY OF PALM DESERT)

(I)(We) _____ depose and declare that (I am) (we are) the owner(s) and/or owner's authorized agent of the property (ies) involved in this application. (I) (We) further certify, under penalty of perjury, that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of (my) (our) knowledge and belief.

Date: _____

APPLICANT, PROPERTY OWNER, AND/OR OWNER'S AUTHORIZED AGENT:

Print Name

Signature

Mailing Address

City, State and Zip

Phone Number