

**CITY OF JERSEY VILLAGE - ZONING APPLICATION**

**Requested Action**

ZONING CHANGE ( )

SPECIAL EXCEPTION ( )

NON-CONFORMING USE PERMIT ( )  
OR SPECIAL DEVELOPMENT PLAN

**APPLICANT / OWNER INFORMATION**

Applicant: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

APPLICANT STATUS – CHECK ONE: Owner ( ) Tenant ( ) Prospective Buyer ( ) Appointment of Agent ( )

*Property Owner must sign the application or submit a notarized letter of authorization/appointment of agent*

Owner: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

OWNERSHIP – CHECK ONE: INDIVIDUAL ( ) TRUST ( ) PARTNERSHIP ( ) CORPORATION ( )

*If ownership is a trust, partnership, or corporation, name the partners or principals and their addresses/positions on a separate attachment and include a copy of the legal documents establishing signature authority.*

Corporate Representative: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

\_\_\_\_\_  
Print Applicant's Name (and Title if applicable)

\_\_\_\_\_  
Print Name of Owner or Corporate Representative

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Owner or Corporate Representative

**ZONING REQUEST INFORMATION**

SITE LOCATION: \_\_\_\_\_

LOT(S) NO(S): \_\_\_\_\_ BLOCK NO: \_\_\_\_\_ SIZE OF REQUEST: \_\_\_\_\_

EXISTING ZONING: \_\_\_\_\_ PROPOSED ZONING: \_\_\_\_\_

DESCRIPTION OF REQUEST: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Please attach detailed map(s) showing proposed changes)

**DOCUMENTATION - Please provide the following:**

TRAFFIC IMPACT STUDY  
SITE MAP  
PROPER SIGNATURES  
CORRECT LOT & BLOCK

INDEX LOCATION ON MAP  
PROPER FILING FEE  
SURVEY MAPS (Metes & Bounds)  
HCAD PROFILE

**FILING FEE - \$1,000.00 plus out-of-pocket costs for drafting and review by planner, engineer, attorney and other consultant. The deposit may be adjusted to cover the estimated full costs at these stages: (1) Before the P&Z preliminary report meeting; (2) Before any hearing notices are published, and (3) Before the P&Z final report meeting.**

ACCEPTED BY: \_\_\_\_\_

DATE ACCEPTED: \_\_\_\_\_