

City of Manchester
 14318 Manchester Road
 Manchester, MO 63011
 P: (636) 227-1385 ex. 118
 F: (636) 821-8099
pandz@manchestermo.gov



Rezoning Request Application

PROJECT ADDRESS: _____	
Owner: _____	
Address: _____	Phone: _____
City, State, Zip: _____	Email: _____
Applicant: _____	
Address: _____	Phone: _____
City, State, Zip: _____	Email: _____
Contract Purchaser: _____	
Address: _____	Phone: _____
City, State, Zip: _____	Email: _____
<p><u>REQUEST FOR REZONING:</u> Every rezoning request submitted to the Planning and Zoning Commission for their review and recommendation must contain the following information. If the information does not appear on or accompany the application, the proposal may not be scheduled for a Commission meeting.</p> <p>Submit application along with two (2) copies for initial review and upon request twenty (20) final sets of plans (may be reduced sets of 11" x 17" size plans) to the Planning and Zoning Department accompanied by a \$300 non-refundable application fee.</p>	
Existing Zoning: _____	Proposed Zoning: _____
Proposed Use: _____	
<p>I hereby certify that the information contained in this application and accompanying documents are correct, and that I will conform to all applicable laws of the City of Manchester.</p> <p>Applicant Signature: _____ Date: _____</p> <p>Applicant's Name Printed: _____</p> <p>Property Owner's Signature: _____ Date: _____</p> <p>Property Owner's Name Printed: _____</p>	
FOR OFFICE USE ONLY BELOW	
<u>ZONING APPROVAL</u>	Case #: _____
Approved by: _____	Date: _____
<small>Director, Planning, Zoning and Economic Development</small>	
Zoning Fees	Fee paid on: _____ Amount: _____

Request for Rezoning

In reviewing any application for rezoning, the Planning and Zoning Commission shall identify and evaluate all factors relevant to the application. The Commission shall report its findings in full, along with its recommendation to the Board of Alderman. The facts to be considered by the Commission include:

1. Whether or not the requested zoning change is justified by a change in conditions.
2. The precedents, the possible effects of such precedents, which might likely result from approval or denial of the application.
3. The ability of the city or other government agencies to provide any services, facilities and/or programs that might likely result from approval or denial of the petition.
4. The effect of approval of the application on the condition and/or value of property in the City or in adjacent civil divisions.
5. The zoning classification and land use recommended by the Comprehensive Plan.
6. The Commission may require additional information when deemed necessary.

CHECKLIST

The application shall be accompanied by the following information:

- Scaled map of the property, correlated with the legal description, and clearly showing the location of the property.
- Printed legal description of the property.
- A list of property owners and their mailing address within 185 feet of the subject property.
- Written response to the six facts considered for rezoning.
- The applicant (or their representative) is required to appear before the Commission and Board.