

# APPLICATION FOR CHANGE OF ZONING

South Weber City  
1600 East South Weber Drive  
South Weber, Utah 84405  
Phone: (801) 479-3177 Fax: (801) 479-0066

**PROCEDURE:** Any person seeking a change of zoning shall first submit an application to the Planning Commission. Planning Commission meetings are held the second Thursday of each month. The application will be placed on the first available Planning Commission agenda after review by the City staff and notice requirements have been fulfilled. All information and fees are due at the time the application is submitted (submit at least 3 weeks in advance if seeking a particular meeting date). The City will send written notice of the application to the residents and/or property owners within a 300 foot radius of the applicant's property.

- A public hearing date will be set for the Planning Commission meeting for the public to hear the request. A minimum of 10 days prior to the hearing, notification of the request will be advertised in a newspaper of general circulation in the area.
- At the Planning Commission meeting, you will present your request. The Planning Commission will give a positive or negative recommendation to the City Council.
- City Council meetings are held the second, third, and fourth Tuesday of each month. If the City Council approves the change of zoning, such change shall become effective 20 days after posting three (3) copies within the city, unless otherwise noted.
- The entire process for a change of zoning request usually requires two months to complete, barring any complications.

**THE FOLLOWING MUST BE SUBMITTED WITH YOUR APPLICATION:** Please submit all requested items and answer all questions as completely as possible, omission of any pertinent data may delay the processing of this application. If there are any questions regarding your application, please contact the City Office at (801) 479-3177.

1. Application Form: The form shall be completed and applicant's affidavit notarized.
2. Filing Fee: \$300.00; plus \$180.00 to amend the zoning map after receiving Council approval.
3. Property Plat: Copy of County Recorder's property plat(s) showing subject property clearly marked in red, as well as all adjoining properties within 300 feet. This can be obtained from the County Recorder's office.
4. Covenants & Deed Restrictions: A copy of existing protective covenants and deed restrictions on record at the County Recorder's office.
5. Adjoining Property Owners: Two (2) sets of typed labels containing the names and mailing addresses, including zip codes, for owners of property within 300 feet from the outer boundary of subject property. Please include a list delineating the parcel number(s) for each property owner.

Applicants may obtain the names, as well as tax serial numbers, if needed, from current property plat(s) on file at South Weber City or Davis County Recorder's Office.\* Mailing addresses can be obtained from the telephone book. Any addresses not found in this manner may be obtained by providing the names and tax serial numbers to the Davis County Computer Dept., Davis County Courthouse, Farmington, Utah, whereby, for a fee, they will print labels showing the names and addresses. Please be prepared to allow two to three days for this service.

\*Applicants must do their own research of names and tax serial numbers. Neither South Weber City, nor Davis County Recorder's Office provides this service.

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OFFICE USE: Application # \_\_\_\_\_ Fee \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Date Received \_\_\_\_\_

Owner of Property \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Agent's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Request: \_\_\_\_\_ Acres/Sq. Feet be changed from \_\_\_\_\_ zone to \_\_\_\_\_ zone

\_\_\_\_\_ Acres/Sq. Feet be changed from \_\_\_\_\_ zone to \_\_\_\_\_ zone

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

Parcel Number(s): \_\_\_\_\_ Total Acres or Sq. Feet: \_\_\_\_\_

Legal Description: (If description is longer than space provided, please submit complete legal description on an addendum sheet.)

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What is the proposed use?

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In what way does the proposal recognize the City's General Plan?

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**Public Notice Authorization:** I (we) do hereby give permission to South Weber City to place a city public notice sign on the property contained in this application for the purpose of notification of the change of zoning application.

Signed: \_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Property Owner

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**APPLICANT'S AFFIDAVIT**

State of Utah )  
County of \_\_\_\_\_ )

I (we) \_\_\_\_\_, being duly sworn, depose and say I (we) am (are) the sole  
Property Owner(s) or Agent of Owner  
owner(s)/agent of the owner(s), of the property involved in this application, to-wit, \_\_\_\_\_  
Property Address

and that the statements and answers contained herein, in the attached plans, and other exhibits, thoroughly and to the best of my ability, present the argument in behalf of the application. Also, all statements and information are in all respects true and correct, to the best of my knowledge and belief.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signed: \_\_\_\_\_  
Property Owner or Agent

\_\_\_\_\_  
Property Owner or Agent

Subscribed and Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Notary Public: \_\_\_\_\_

**AGENT AUTHORIZATION**

State of Utah )  
County of \_\_\_\_\_ )

I (we) \_\_\_\_\_, the sole owner(s) of the real property located at  
Property Owner(s)  
\_\_\_\_\_, South Weber City, Utah do hereby appoint \_\_\_\_\_,  
Property Address

as my (our) agent to represent me (us) with regard to this application affecting the above described real property, and to appear on my (our) behalf before any city boards considering this application.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signed: \_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Property Owner

Subscribed and Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Notary Public: \_\_\_\_\_