



1600 E. South Weber Drive
South Weber, UT 84405

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Zone Change Instructions

Process

Any change of zone must be approved by the City Council *after* review by the Planning Commission. Application, fee and all documentation must be received and reviewed prior to placement on the Planning Commission agenda. (Allow 3 weeks minimum). The entire process takes approximately 2 months.

A public hearing is required by law and notice must be posted 10 or more days prior to the hearing.

- Written notice is sent by the City to all residents within 300 feet of the property.
- Notice is placed in the newspaper
- Notice is on the City and State websites
- Public notice sign is placed on subject property
- Notice is posted at City Hall, Family Activity Center and South Weber Elementary.

Planning Commission

- Public will be invited to comment on the proposed project
- You will present your petition
- The Commission may recommend that the Council approve or disapprove the petition. They may also table the item for a future meeting.

Application

Please provide:

1. Application form filled out completely and notarized. (free notary service is available at the City office)
2. Filing fee of \$300, plus \$180 payable for zoning map amendments upon approval.
3. Property Plat: Subject property should be clearly marked in red as well as all adjoining properties within 300 feet. (available from Davis County recorder)
4. Covenants & Deed Restrictions: copy of any existing restrictions on record
5. A list of neighboring parcels within 300 feet of the outer property boundary, along with a set of mailing labels addressed to each owner. (Davis County Computer Dept can print labels if given a list providing name and tax serial numbers. There is a fee for this service and may take several days.)