

REZONING CHECKLIST



Project Information

Project Name: _____

Site Address: _____

APPLICATION SUBMITTAL REQUIREMENTS

REQUIRED APPLICATION FORMS:

- [Universal Application Form](#)
- [Indemnification Form](#)
- [Disclosure Form](#)
- [Copyright Release Form](#)
- [Electronic Signature Disclosure Form](#)
- [Property Owner Consent Form](#) (in lieu of property owner signing Universal Application)
- Rezoning Checklist (Page 1 of this Form)

REQUIRED PROJECT INFORMATION:

Indicate below each of the required documents or plan set components that have been prepared and submitted for this application. **See instructions on the following page for those requirements.**

PROJECT DOCUMENTS:

- Preliminary Title Report (Required for Map Amendments only)
- Neighborhood Context Map (Required for Map Amendments only)
- Zoning Code Text Change (Required for Text Amendments only)

PROJECT PLAN SET COMPONENTS:

- Zoning and Existing Land Use Map (Required for Map Amendments only)

REQUIRED FEES:

Use the City's online [Fee Schedule](#) to determine your project's required Application Fee(s).

INSTRUCTIONS FOR APPLICATION REQUIREMENTS

ALL Required Project Information must comply with the City's [Universal Digital File Standards](#).

PROJECT DOCUMENTS – All documents must reflect the document requirements. Use the [document requirements](#) to determine if you should include that document.

PROJECT PLAN SET COMPONENTS – All plans/sheets must reflect the plan sheet requirements. Use the [plan sheet requirements](#) to determine if you should include that plan set component.

REZONING INFORMATION & PROCESS

A Rezoning application can be filed to change the City's zoning map for a specified properties (Zoning Map Amendment) or to modify any procedure, provision, regulation, requirement, or standard applicable to land use or development indicated in the Zoning Code (Zoning Code Text Amendment). A rezoning application goes to the Planning Commission for a recommendation and the City Council for approval.

An amendment to the Zoning Code, or the Zoning Map may be approved only if all of the following findings are made, as applicable to the type of amendment.

- ✓ The proposed amendment is consistent with the goals and policies of all elements of the General Plan, and any applicable specific plan;
- ✓ The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and
- ✓ The proposed project has been reviewed in compliance with the California Environmental Quality Act (CEQA).
- ✓ Additional finding for Zoning Code amendments: The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.
- ✓ Additional finding for Zoning Map amendments: The site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/developments.