

CITY OF KALONA, IOWA

Application for Rezoning

DATE: _____

FEE: \$150.00

Application Form

APPLICANT CONTACT INFORMATION:

Applicant: _____

Address: _____

City, State, Zip code: _____

Phone: _____ Email: _____

Owner: _____

Address: _____

City, State, Zip code: _____

Phone: _____ Email: _____

Architect/Engineer _____

Address: _____

City, State, Zip code: _____

Phone: _____ Email: _____

PROPERTY INFORMATION:

Site Address: _____

Legal Description: _____

Zoning: Current: _____ Proposed: _____

Use: Current: _____ Proposed: _____

Total Area in square feet/acres: _____

Existing Future Land Use Map Designated: _____

Proposed Future Land Use Map Designated: _____

BASIS FOR REZONING:

a. Is a zoning violation being corrected through rezoning? _____ If yes, please specify:

b. Is the rezoning consistent with Kalona's Comprehensive Pla and Land use map?

c. Whether the amendment is consistent with the characteristics of the surrounding area, including any changing conditions.

1. SUBMITTING THE APPLICATION

An application is considered complete when all the documents listed below have been submitted and the fees paid. The Planning and Zoning Commission will schedule a meeting once the application is received by the City. If you should have any questions regarding the following instructions and application, please contact Ryan Schlabaugh (Email- rschlabaugh@cityofkalona.org)

List of documents to be submitted:

- a. Completed application form signed by all owners of the property
- b. An aerial map or plat showing the locations, dimensions, and use of the applicant's property (outlined in red) and all property within 200 feet thereof, including streets, alleys, and other physical features (outlined in blue).
- c. List of interested property owners within 200ft of the property
- d. Application fees
- e. Electronic copy (Email: schmelar@cityofkalona.org)

2. **STAFF REPORT** – City staff prepares a report on the findings of the application and sets up a meeting for the Planning and Zoning Commission.

3. **REVIEW BY PLANNING AND ZONING COMMISSION:** The Planning and Zoning Commission will consider the rezoning request at their next regular monthly meeting. **The applicant should be present at the meeting.**

- a. **Public Hearing:** The Planning and Zoning Commission will hold a public meeting. Notice of the public hearing must be published in the Newspaper at least four (4) days and not more than twenty (20) days prior to the public hearing.
- b. **Recommendation by the Commission:** The Planning and Zoning Commission makes a formal recommendation to the City Council.

4. REVIEW BY CITY COUNCIL:

- a. After the formal recommendation by the commission, a date for the public hearing will be set by the City Council. A Notice of Public hearing must be published at least seven (7) days and not more than twenty (20) days prior to the public hearing. **City staff will publish the notification.**
- b. **Adopting the ordinance:** Council will consider an ordinance to adopt the rezoning. Three public hearings are required to adopt the ordinance
- c. **Publishing the ordinance:** The ordinance will be effective after publication in the local newspaper.
- d. **Recording the ordinance:** The ordinance will be recorded at the County recorder's office.

CITY OF KALONA

PURPOSE STATEMENT: Please state why you wish to rezone your property.

CITY OF KALONA
List of Property Owners

All owners must provide signature and addresses of all owners on record.

Signature: _____ Date: _____

Print name: _____

Signature: _____ Date: _____

Print name: _____

Signature: _____ Date: _____

Print name: _____

Signature: _____ Date: _____

Print name: _____

ATTACHED, is a list of property owners within 200 feet of any part of the above-described property and their addresses and mailing address if different.

(SIGNATURE OF APPLICANT OR AGENT)

(Address of Applicant and telephone number)

(Address and telephone number of agent-if applicable)

