

CITY OF SOUTHAVEN

APPLICATION FOR REZONING

As owner, agent or attorney (indicate which), it is requested that the property located in Southaven, Mississippi described as follows:

Location: _____
Size: _____ **Address:** _____ be rezoned
from the present zoning of _____ to _____.

1)

OWNER: (Please list any additional Owners on an attached sheet)	APPLICANT:
Name: _____	Name: _____
Address: _____	Address: _____
Phone: _____	Phone: _____
_____ Signature of Owner	_____ Signature of Applicant

2) **Location of property:**

The property is located on the _____ side of _____
North/south/east/west *Street name*
between _____ and _____.
Street name *Street name*

3) **EACH APPLICATION SHALL BE ACCOMPANIED BY THE FOLLOWING:**

- A. A boundary survey of the property to be rezoned, drawn to scale and reduced to 8 ½" x 11", showing property dimensions and the right-of-way width of any adjacent streets.
- B. A metes and bounds description of the entire property to be rezoned
- C. A cover letter or report in support of the request, which meets at least one of the following criteria: *It is the policy of the City of Southaven that all rezoning conform to the policies and Land Use Map of the Comprehensive Plan (*The policies and the land use maps in the Comprehensive Plan are works in progress and should not be viewed as unchanging documents)*
- D. Two (2) collated copies and **one digital copy (PDF, dwg, jpeg, etc.)** of the application, boundary survey, legal description, vicinity map and cover letter should also be provided.
- E. Application fees are based on proposed zoning:
 - Agricultural----\$250.00

- Rezoning to R-30, R-20, R-15, R-10, R-8, R-6----\$250.00 for five (5) acres or less plus \$50.00 for each additional acre or portion thereof. Maximum fees not to exceed \$4000.00.
- Rezoning to RM-8, RM-6, PUD and all Commercial and Industrial zones-----\$500.00 for five (5) acres or less plus \$50.00 for each additional acre or portion thereof. Maximum fees not to exceed \$4000.00.
- An affidavit attesting to the signatures of all owners of record must accompany this petition for rezoning. A notary public or other appropriate official must swear the affidavit. Site posting of the subject property is mandatory and is described on the following pages.

Signature of the Applicant

Date of Submittal

AFFIDAVIT

WITNESS THE SIGNATURES of the owners of the subject property, on this, the _____ day of _____, A.D., _____.

Property Owner(s)

Property Owner(s)

STATE OF MISSISSIPPI

COUNTY OF DESOTO

Personally came and appeared before me, the within named:

They signed and delivered the above and foregoing instrument as and for their free act and deed on the day and year therein mentioned , and who acknowledge to me that they are the owners of the property described in Paragraph One (1) of the foregoing Petition to Change Zoning.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this, the _____ day of _____, A.D., _____.

Notary Public

MY COMMISSION EXPIRES:

SITE POSTING

The City of Southaven now requires site posting for rezoning, PUD amendments, conditional use permits and variances. Site posting instructions are as follows:

1. Post site at least 15 days prior to date of first public hearing. Maintain posting until final City of Southaven Board of Aldermen hearing. Remove following City Board decision.
2. You may use the sign vendor of your choice.
3. **Fifteen days prior to hearing** send to Planning Office:
 - Copy of contract with vendor
 - Notarized affidavit of posting
 - Photo of sign posted on site

SITE POSTING SPECIFICATIONS

CITY OF SOUTHAVEN (1" letters) PUBLIC NOTICE (1" letters) ZONING HEARINGS (4: letters) City Hall (1" letters) 8710 Northwest Drive (1" letters) Southaven, MS 38671 (1" letters) PLANNING COMMISSION: (TIME AND DATE) (1 ½" LETTERS) BOARD OF ALDERMEN: (TIME AND DATE) (1 ½" LETTERS) REQUEST: (1" LETTERS) LOCATION: (1" LETTERS) APPLICANT: (1 ½" LETTERS) PHONE NUMBER: (1 ½" LETTERS) Case File Available at City of Southaven (2" letters) 662-393-0111 (2" letters) Posting Date: (1" letters) Penalty for removing or defacing sign prior to date of last hearing. (1" letters)
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1. 4 x 4 in size.
2. Laminated plywood or MDO board
3. Front, back and all edges painted with two coats of cardinal red acrylic exterior enamel.
4. White letters sized per above (decals).
5. Sign attached with 6 screws to 2 -4" x 4" x 8' poles.
6. If the provisions of this policy are not met, the application shall be tabled or denied.

AFFIDAVIT OF POSTING

PROJECT NAME _____

LOCATION _____

SITE _____	POSTING _____	DATE _____
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APPLICANT _____	NAME: _____
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In order to provide adequate notice to interested parties, the APPLICANT for shall erect, not less than fifteen calendar days prior to the date of public hearing, notice of the date, time and place of each public hearing and a summary of the request. Such notice will be clearly legible and wherever possible, placed adjacent to the right-of-way of a public street or road. IT SHALL BE THE RESPONSIBILITY OF THE APPLICANT TO ERECT AND TO MAINT THE NOTICE ON THE SUBJECT PROPERTY until final disposition of the case. The Planning Director shall determine the number of location of notices.

I confirm that the site has been posted as indicated by the Planning Director for the case as listed above. Polaroid pictures of site posting have been submitted.

Applicant Signature

Date

This instrument was acknowledge before me this ____ day of _____,
_____ by

_____. In witness whereof I hereunto set my hand and official seal.

Notary Public

My commission expires _____

Return completed, notarized affidavit AND pictures to the Office of Planning and Development AT LEAST 15 DAYS PRIOR TO PLANNING COMMISSION HEARING.

Office of Planning and Development
8710 Northwest Dr.
Southaven, MS 38671
(662) 393-0111