



Zoning Requirements

APPLICATION: Original Completed Application and Petition signed and notarized by the owner of the property.

PROOF OF OWNERSHIP: Proof of ownership of the property will need to be provided. This could be closing documentation from purchasing the property or a copy of the deed to the property.

SURVEY: A Copy of the property survey will be required.

LEGAL DESCRIPTION OF PROPERTY: Documentation stating the legal metes and bounds of the property will be required.

CURRENT TAX CERTIFICATE: A current original tax certificate obtained from Kaufman County will be required as proof that all taxes are current on the property.

APPLICATION FEE: Application fees shall be paid before the Application is considered complete. The application for a zoning request is \$250.00 for the first three acres plus \$10.00 per each additional acre. An additional charge of \$2.00 for each property owner within 200 feet of the property will be charged for notification requirements. The City Secretary shall calculate the fee for your convenience. Maximum fee is \$1500.00

PUBLIC HEARING: A public hearing will be scheduled prior to review by the City Council. The City will require 30 days from the date the application is considered complete to publish notices of the Public Hearing and mailing notices of the Public Hearing to residents in the 200-foot buffer zone.

If you have questions please call 972-427-3771 and speak to the Planning and Zoning Department.

City of Crandall Development Application

Please check the appropriate box below to indicate the type of application you are requesting and provide all information required to process your request.

- | | |
|---|--|
| <input type="checkbox"/> Annexation Petition | <input type="checkbox"/> Amending Plat |
| <input type="checkbox"/> Comprehensive Plan Amendment | <input type="checkbox"/> Final Plat |
| <input type="checkbox"/> Land Study | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Specific Use Permit (SUP) | <input type="checkbox"/> Planned Development Detailed Plan |
| <input type="checkbox"/> Variance, Subdivision | <input type="checkbox"/> Planned Development Concept Plan |
| <input type="checkbox"/> Variance, Zoning | <input type="checkbox"/> Site Plan |
| <input checked="" type="checkbox"/> Zoning Change | <input type="checkbox"/> Other: |

PROJECT INFORMATION

Project Name: _____

Project Address (Location): _____

Existing Zoning: _____ Proposed Zoning: _____

Existing Use: _____ Proposed Use: _____

Existing Comprehensive Plan Designation: _____ Gross Acres: _____

Application Requirements: The applicant is required to submit sufficient information that describes and justifies the proposal. See appropriate checklist and fee schedule for minimum requirements. Incomplete applications will not be processed.

APPLICANT INFORMATION

Applicant: _____ Company: _____

Address: _____ Tel: _____ Fax: _____

City: _____ State: _____ ZIP: _____ Email: _____

Property Owner: _____ Company: _____

Address: _____ Tel: _____ Fax: _____

City: _____ State: _____ ZIP: _____ Email: _____

Key Contact: _____ Company: _____

Address: _____ Tel: _____ Fax: _____

City: _____ State: _____ ZIP: _____ Email: _____

SIGNATURE OF PROPERTY OWNER OR APPLICANT
(SIGN AND PRINT OR TYPE NAME)

SIGNATURE: _____
(Letter of authorization required if signature is other than property owner)

Print or Type Name: _____
Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration expressed and in the capacity therein stated.

Given under my hand and seal of office
on this _____ day of _____ 2018.

Notary Public

For Departmental Use Only

Case No. _____

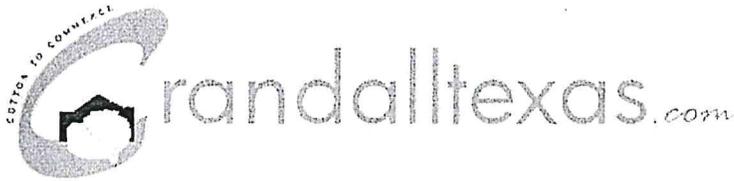
Date Submitted _____

Total Fee(s): _____

Check No.: _____

Date Sent to City Planner / City Engineer: _____

Accepted By: _____



PLANNING AND ZONING FEE SCHEDULE

The following fees are for the processing of development/subdivision applications, as governed by the Development Standards, as amended, of the City of Crandall, Texas.

Land Study:

Single-Family Residential	\$150 plus \$2 per lot
Multi-Family Residential	\$150
Non-Residential	\$150

Preliminary Plat

(Requires engineering/construction plans, including, but not limited to, those for paving, drainage, water, sanitary sewer, screening/retaining walls, landscaping, etc.):

Single-Family Residential	\$350 plus \$5 per lot
Multi-Family Residential	\$300 plus \$10 per acre
Non-Residential	\$300 plus \$10 per acre

Final Plat:

Single-Family Residential	\$150 plus \$2 per lot
Multi-Family Residential	\$150
Non-Residential	\$150

Development Plat:

Single-Family Residential	\$150 plus \$2 per lot
Multi-Family Residential	\$150
Non-Residential.	\$150

Replat:

Single-Family Residential	\$200 plus \$2 per affected lot
Multi-Family Residential	\$200
Non-Residential	\$200

Amended Plat:

\$150

Plat Vacation:

\$100 plus County fees

Minor Plat:

\$150

Plat Filing (i.e., at the County):

\$50 plus County fees

Infrastructure Inspection Fee:

3% of infrastructure cost

Change Street Name (after preliminary plat approval; each name):

\$100

Landscape/Irrigation Plan

(for required landscaping and living screens, subdivision entrance landscaping, landscaping in the right-of-way and on medians, etc.):

\$100

Rezoning/SUP Request

Base Fee	\$250
Property Owner Notification (all properties within 200 feet of request)	\$2.00 per property owner
Maximum Fee	\$1,500

Site Plans

Base Fee	\$200
Property Owner Notification (all properties within 200 feet of request)	\$2.00 per property owner
Maximum Fee	\$1,500

Variance Requests

Base Fee	\$200
Property Owner Notification (all properties within 200 feet of request)	\$2.00 per property owner

ZONING FILING FEES:

\$250.00 for three (3) net acres or less, plus \$10.00 per each additional acres or an/ part thereof. In addition, a \$2.00 fee for each property owner within 200 feet of the property requesting zoning change for notification by the City of Crandall. The maximum fee will be \$1,500.00.

VARIANCE REQUEST:

\$200.00 plus \$2.00 for each property owner notified within 200 feet of the request.

PLATTING FEES J

Preliminary Plats

\$200.00 plus \$2.00 per lot for all subdivisions or \$2.00 per acre for commercial, industrial not subdivided into lots.

Final Plats -

\$250.00 plus \$2.00 per lot for all subdivisions or \$2.00 per acre for commercial, industrial not subdivided into lots.

SITE PLANS - requiring Planning and Zoning and/or City Council approval other than those required to be part of a zoning application.

\$200.00 for first three (3) acres, plus \$10.00 for each additional acre or any part thereof. In addition, a \$2.00 fee for each property owner within 200 feet of the property requesting site plan approval for notification by the City of Crandall.

OTHERS;

\$250.00 for certificate of correction, plat adjustment in boundaries, building lines, or other minor features. (NOTE: Plats shall be submitted in its final format.)

FEES ABOVE COVER

one (1) initial review and one (1) revised review.

Subsequent reviews will be charged at the same rate as the first initial review allowing for one (1) revised review.

All subsequent charges must be paid prior to engineering review.

EXHIBIT A

F. INITIAL ZONING UPON ANNEXATION

- (1) Newly annexed property shall be deemed to be zoned Agricultural ("A") until such a time that the property becomes zoned to another permanent zoning district. However, as soon as practical following annexation, but in no event more than one hundred and eighty (180) calendar days thereafter, the City Council shall, on its own motion or by property owners of the annexed area,

initiate proceedings to formally and legislatively establish Agricultural District zoning on the newly annexed territory, whereupon the City Manager shall commence public notification and other standard procedures for zoning amendments as set forth in this UDC. Said proceedings to establish zoning may be undertaken concurrently with annexation procedures (i.e., notified at the same time, public hearings scheduled at the same time as annexation, etc.); however, zoning approval and formal adoption of the ordinance establishing zoning must occur after annexation approval and adoption have occurred, and as a separate and distinct action by the City Council, after due consideration of the zoning request has been considered by the Commission.

- (2) The initial zoning of a land parcel, whether it is interim in nature, by initiation of the landowner or by initiation of the City, must meet the requirements for notification and public hearings as set forth in this UDC and all other applicable State laws.
- (3) The owner of land to be annexed may submit an application for zoning the property simultaneously with submission of the petition for annexation, but no such annexation application may be made conditioned upon the approval of any particular zoning classification. The Commission may consider the request for zoning and make a recommendation to the City Council prior to final adoption of the annexation ordinance. Any recommendation by the Commission shall be conditioned upon approval of the annexation of the property by the City Council. The City Council may act on an ordinance to establish the initial zoning of the property being annexed at the same meeting as the action on the annexation ordinance so long as final approval of the annexation ordinance occurs prior to final approval of the ordinance to establish the zoning and provided further that both the annexation of the property and the zoning of the property have been properly noticed pursuant to SECTION 4C of this UDC.
- (4) Within an area classified as A-Agricultural:
 - (a) No permit for the construction of a building or use of land shall be issued by the Building Official, other than a permit which will allow the construction of a building or use permitted in the Agricultural District, unless and until such territory has been classified in a zoning district other than the Agricultural District by the City Council in the manner prescribed in this UDC, except as provided in paragraph (b).
 - (b) If plans and preparations for developing a property for a use other than those specified in the Agricultural District were already in progress prior to annexation of the property into the City, then the City Council may, at its discretion, authorize construction of the project by a majority vote. Application of this subsection is contingent upon the following:
 - 1) An application for a building permit for the proposed building or use must be made to the Building Official within ninety (90) days after annexation of the property into the City; and

- 2) The applicant must be able to demonstrate that plans and other preparations for developing the property commenced prior to (i.e., were already in progress at the time of) annexation into the City.
- (c) In its deliberations concerning authorization to proceed with construction of a project which meets the above criteria, the City Council shall take into consideration the appropriate land use for the area as shown on the Comprehensive Plan. Upon approval by the City Council, the City Manager shall notify the Building Official of such approval.

G. ZONING CHANGE/ZONING MAP AMENDMENT

(1) Applicability

- (a) The City Council, from time to time, on its own motion, by request of the City Manager or by application from a property owner, may establish or amend the boundaries shown on the Official Zoning Map of the City. A zoning change or Zoning Map amendment is required to establish the use of land and the development associated with the proposed zoning classification for the purpose of establishing and maintaining sound, stable and desirable development within the City.
- (b) Approval of a zoning change or Zoning Map amendment authorizes a property owner to submit subsequent development applications consistent with the amendment.

(2) Application Requirements

(a) Application Required

Any request for a zoning change or Zoning Map amendment shall be accompanied by an application and zoning exhibit prepared in accordance with the Development Standards.

(b) Accompanying Applications

Approval of a zoning change or Zoning Map amendment shall require all subsequent development applications to be consistent with the approved amendments.

(c) Tax Certificate Required

All applications made as a request for a zoning change or Zoning Map amendment shall be accompanied by a copy of a current Tax Certificate reflecting that all taxes due and owing have been paid in full.

(3) Processing of Application and Decision

(a) Submittal

An application for a zoning change or Zoning Map amendment shall be submitted to the City Manager. The City Manager shall review the application for completeness in accordance with SECTION 4B of this UDC. The City Manager may request a recommendation from any other City employee or consultant. The City shall notify the applicant of items requiring correction or attention before providing a recommendation on

the application. After appropriate review, the City Manager shall forward a written recommendation to the Commission for consideration.

(b) Notification Requirements

An application for a zoning change or Zoning Map amendment for a particular parcel, lot, or tract of land requires the following notification in accordance with SECTION 4C of this UDC:

- 1) Written notice prior to consideration by the Commission; and
- 2) Published notice prior to consideration by the City Council.

(c) Commission Recommendation

The Commission shall hold a public hearing in accordance with the TOMA and SECTION 4D of this UDC and make a written recommendation regarding a proposed zoning change or Zoning Map amendment to the City Council. The Commission may recommend approval, approval with conditions if so allowed by the zoning district being sought, or denial of the amendment. The Commission may, on its own motion or by request of the property owner, postpone consideration of the request to a date certain that is not more than thirty (30) calendar days after the date of the current consideration in order to review additional information or modifications which may have a direct bearing on the recommendation to the City Council.

(d) Decision by City Council

The City Council shall receive the written recommendation of the Commission regarding a proposed zoning change or Zoning Map amendment and shall hold a public hearing in accordance with the TOMA and SECTION 4D of this UDC. The City Council may vote to approve, approve with conditions if so allowed by the zoning district being sought, or deny the amendment. The City Council may, on its own motion or by request of the property owner, postpone consideration of the request to a date certain that is not more than thirty (30) calendar days after the date of the current consideration in order to review additional information or modifications which may have a direct bearing on the final decision.

(e) Consideration of Previously Denied Amendments

A request for a zoning change or Zoning Map amendment for a tract of land shall not be considered by the Commission or the City Council within six (6) months of the City Council's decision to deny a request on the same tract of land, unless the request is to a different zoning classification or there has been a substantial change in the conditions surrounding the parcel since the initial request. For the purpose of this SECTION 5G, a request may be considered substantially different if the change is to a different zoning classification, there is a change in conditions relating to zoning principles of the property or surrounding properties or there is a change in the nature of the development of the

property or surrounding properties. The City Manager shall have the authority to determine whether the request is substantially different from the initial request and such decision shall be final.

(4) Criteria for Approval

The Commission, in making its recommendation, and the City Council, in considering final action on a zoning change or Zoning Map amendment, should consider the following criteria:

- (a) Whether the proposed zoning change or Zoning Map amendment implements and conforms to the policies of the City's Comprehensive Plan;
- (b) Whether the proposed zoning change or Zoning Map amendment promotes the health, safety, or general welfare of the City and the safe, orderly, efficient and healthful development of the City;
- (c) Whether the uses permitted by the proposed change in zoning district classification and the standards applicable to such uses will be appropriate in the immediate area of the land to be reclassified;
- (d) Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers or other public services and utilities to the area;
- (e) Whether there have been environmental and/or economical changes which warrant the requested change;
- (f) Whether there is an error in the original zoning of the property for which a change is requested;
- (g) Whether all of the applicant's taxes owed to the City on the subject property have been paid in full (no application will receive final approval until all taxes due and owing are paid in full); and
- (h) Whether other criteria are met, which, at the discretion of the Commission and the City Council, are deemed relevant and important in the consideration of the amendment.

(5) Protests

- (a) If a proposed zoning change or Zoning Map amendment is protested in accordance with this section, the proposed change must receive, in order to take effect, the affirmative vote of at least three-fourths (3/4) of all members of the City Council according to LGC Section 211.006(d), as amended. The protest must be written and signed by the owners of at least twenty percent (20%) of either:
 - 1) The area of the lots or land covered by the proposed zoning change or Zoning Map amendment; or
 - 2) The area of the lots or land immediately adjoining the area covered by the proposed zoning change or Zoning Map amendment and extending two hundred feet (200') from that area.

- (b) In computing the percentage of land area under SECTION 5G(5)(a) above, the area of streets and alleys shall be included.

H. PERMITTED USE TABLE

(1) Use of Land and Buildings

Structures, land or premises shall be used only in accordance with the use permitted in the following use table subject to compliance with the dimensional and development standards for the applicable zoning district and all other applicable requirements of this UDC.

(2) Permitted Principal Uses

No principal use shall be permitted in any district unless it appears as a permitted use in the following Permitted Use Table:

PERMITTED USES	Residential Zoning Districts											Nonresidential Zoning District								
	A	SF-E	SF-20	SF-12.5	SF-9	SF-6.5	SF-PH	SF-TH	MF-15	SF-MH	MHP	O	NS	R	BP	OTC	HB	C	LI	IP
Hospital												S					P	P	S	
Hotel/Motel																	P	P		
Household Appliance Service and Repair													S	S						
In-Home Day Care	S	S	S	S	S	S	S	S	S	S	S									
Laundromat													P	P			P	P		
Livestock	P																			
Manufactured Home										P	P									
Medical, Dental or Professional Office/Clinic												P	P	P		P	P	P		
Mini-Warehouse/Public Storage														S				S	P	P
Mortuary/Funeral Home														S	S		P	P		
Multi-Family Apartment Dwelling									P											
Museum	S											S	P	P	S	P	S	P		
Office-Warehouse/Distribution Center															P		P		P	P
One-Family Dwelling Attached							P	P	P											
One-Family Dwelling Detached	P	P	P	P	P	P	P	P	P	P	P									
Park/Playground/Similar Public Site	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Pawn Shop														S			S	S		
Recreational Vehicle Park	S																S	S		
Recreational Vehicle Sales and Service																	S	S	S	
Recycling Facility	S																	S	P	S
Restaurant, Drive-In													S	S			P	P		
Restaurant or Cafeteria													S	P		P	P	P	S	S
Retail Stores and Shops												S	P	P	S	P	P	P	S	
School, Public or Private	P	P	P	P	P	P	P	P				S	S							
Sexually Oriented Business																				
Stable, Commercial	P																			
Storage or Wholesale Warehouse																		S	P	P

(Refer to Ordinance 051911A)

PERMITTED USES	Residential Zoning Districts										Nonresidential Zoning District									
	A	SF-E	SF-20	SF-12.5	SF-9	SF-6.5	SF-PH	SF-TH	MF-15	SF-MH	MHP	O	NS	R	BP	OTC	HB	C	LI	IP
Theater, Outdoor	S																			
Theater, Indoor														P	S	S	S	P	P	
Manufactured Homes Sales																		S	S	S
Truck Sales, Heavy Equipment																		S	S	S
Two-Family Dwelling								P	P											
Veterinarian Clinic/Kennel, Indoor	S												S	P	S	S	P	P	P	
Veterinarian Clinic/Kennel, Outdoor	S												S	S		S	S	S		
Welding/Machine Shop																			P	P
Wrecking or Salvage Yard																			S	S

(3) Uses Not Listed

Any use not listed in the Permitted Use Table is prohibited..

(4) New and Unlisted Uses

- (a) It is recognized that new or unlisted types of land use may seek to locate in the City. In order to provide for such contingencies, a determination of any new or unlisted form of land use shall be made in accordance with this section.
- (b) It is recognized that the Permitted Use Table may require amendment, from time to time, to allow for uses that are not permitted. In the event an amendment to the Permitted Use Table is required, the procedure for the amendment shall be the same as required for an amendment to the text of the UDC in accordance with SECTION 4G of this UDC.