



CITY OF SIERRA MADRE

Planning & Community Preservation Department
232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

Case No.

Project No.

Date Received:

SUPPLEMENTAL

REQUEST FOR ZONE CHANGE

Project Address: _____

APN # _____

REQUEST

Land Use Designation

Current Land Use Designation	Proposed Land Use Designation
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Zoning Designation

Current Zoning Designation	Proposed Zoning Designation
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SUBMITTAL REQUIREMENTS

The submittal requirements for a Zoning Change are listed on the Submittal Requirements Checklist of the Master Application. It is important to review the submittal requirements with a Planner to establish the specific materials necessary to submit with your application.

DISCLOSURES

A Request for Zone Change application is supplemental to a Master Zoning Application and must be submitted together as part of a complete application with any other applications as required.

Any Zone Change application shall be accepted for filing by the director only upon the payment by the applicant of a filing and processing fee in a sum set by the council. Any applicant may, in writing, withdraw his/her request at any time during the processing of such request; provided, however, that there shall be no refund of any fees paid in connection therewith.

APPEAL

The decision of the planning commission, in the case of a denial of a proposed amendment, shall be final and conclusive in the absence of an appeal taken in the time and manner specified in Chapter 17.66 of this title.

Upon the timely filing of an appeal, together with the payment of a fee in an amount set by the city council, the city clerk shall immediately advise the secretary of the commission thereof, who shall thereupon transmit to the city clerk the commission files in connection with matter.

If any person is aggrieved by a decision, an appeal may be filed to a higher decision-making body. For further information, please contact the Department of Planning & Community Preservation for the procedure and time constraints.

The applicant and each successor in interest to the property which is the subject of this project application, shall defend, indemnify and hold harmless the City of Sierra Madre and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul any approval of the City, City Council, Planning Commission, City Manager, or City Directors concerning this use.

Please respond thoroughly to the directives below. Use additional sheets if necessary.

1) Describe how the Zone Change would be consistent with the objectives and policies of the General Plan.

2) Describe why the Zone Change is necessary for the project described in the attached Master Application Form.

3) Describe the reasons why the Zone Change would not be detrimental to the surrounding property or to the general welfare of the public.