



City of Gilroy
COMMUNITY DEVELOPMENT DEPARTMENT
Planning Division
7351 Rosanna Street, Gilroy CA 95020
(408) 846-0451 (408) 846-0429 (fax)
www.cityofgilroy.org

ZONE MAP CHANGE FILING REQUIREMENTS

1. **Uniform Application** – one copy
2. **Legal Description** – one copy
3. **Map of Property** – 1 copy and 1 copy in PDF format
 - A. Fully dimensioned parcel boundaries drawn to a scale adequate to show the entire property and adjacent streets or properties on an 8 ½" x 11" sheet
 - B. Address or location of property
 - C. Area of parcel in square feet or acres
 - D. A North arrow
4. **Additional information** which would illustrate or justify the proposed amendment
5. **Preliminary Environmental Questionnaire**
6. **Noticing Information** for any project requiring a Public Hearing shall include the following information, provided by a **Title Company**:
 1. Mailing List: all properties within a 500' radius of the project site
 2. Map showing subject property and other properties noticed
 3. Mailing Labels: the labels should be Avery 5160 or equivalent in size
7. **Zone changes to Planned Unit Development** designation shall be accompanied by complete development applications for Tentative Map (if applicable) and Architectural and Site Review.
8. **Zoning Map Change Information Form** (see attached)
9. **Filing fees** (See Planning Application Fees)
10. **Indemnification Agreement for Development Applications**

If you would like to have a preliminary discussion about your proposal prior to your application submittal, you may schedule a meeting with the Development Review Group by contacting (408)846-0451.

**ZONING MAP CHANGE
INFORMATION FORM**

1. Request is to amend the designation of the property located at: _____

2. Current designation: _____ Proposed designation: _____

3. Explain why there is a need for the zone change which you request:

4. Explain why the proposed zoning designation is more suitable for this property than the present zoning designation:

5. Explain why the uses permitted in the proposed zone would not be detrimental to surrounding properties or the community overall:
