

APPENDIX B – ZONING
7000 – ADMINISTRATIVE PROCEDURES

7500. - AMENDMENT PROCEDURE

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[Sec.] 7505. - Purpose.

The purpose of the amendment procedure is to provide for changes in the text of this zoning ordinance (text amendment) and the application of the ordinance to property within the city by means of the zoning maps (rezoning). Sections 7500 through 7599 shall be known as the amendment procedure.

[Sec.] 7510. - Jurisdiction.

The city council shall have jurisdiction with respect to text amendments and rezoning. The Commission shall review and submit recommendations to the city council on all such matters.

[Sec.] 7515. - Initiation of amendments.

The city council or the Commission may initiate the amendment procedure. A rezoning may also be initiated by the owners or authorized agents of property as prescribed in this [ordinance].

[Sec.] 7520. - Submission requirements.

An application for rezoning shall be submitted to the director of community development, along with any applicable fee required by section 7650, at least 21 days prior to the regular meeting of the Commission. The application shall include the following information:

- A. Complete name, address (including ZIP code), and telephone number of applicant.
- B. Map of the area proposed for rezoning.
- C. Present use.
- D. Present zoning district.
- E. Proposed use.
- F. Proposed zoning districts.
- G. A vicinity map at a scale approved by the city Division of Community Development showing property lines, streets, existing and proposed zoning and such other items as the director of community development may require.

[Sec.] 7525. - Public hearing and notice.

The director of community development shall schedule a public hearing at the next regular meeting of the Commission and shall provide notice as prescribed in section 7635.

[Sec.] 7530. - Report of the director of community development.

The director of community development shall review the application for rezoning and submit a report to the Commission. This report shall be made available to the applicant at least ten days prior to the public hearing.

[Sec.] 7535. - Action of the Commission.

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The Commission shall determine as to whether the change is consistent with the objectives of the comprehensive plan and shall make recommendations to the city council. The Commission may recommend a more restrictive classification than that requested by the applicant.

[Sec.] 7540. - Action by the city council.

- A. Upon receiving a recommendation from the Commission, the city council shall hold a public hearing on the text amendment or rezoning. Notice of the public hearing shall be given and prescribed in section 7635
- B. If the city council finds that the proposed change is consistent with the objectives of this ordinance or the comprehensive plan, it may make such amendment by passage of an ordinance.
- C. Such amendment shall require three-fourths vote of the city council if protest of amendment has been filed with the director of community development, duly signed and acknowledged by the owners [of] at least 20 percent of the lots included in the proposed change or of the lots or land immediately adjoining the same and extending 200 feet therefrom.

[Sec.] 7545. - Resubmission of request.

Upon denial of a request for any change, amendment, or any other action requiring action on this ordinance by the Commission, Board of Adjustment, or city council, no resubmittal shall be made within six months from the date of the latest request, unless the applicant can show that substantial changes affecting the respective property have occurred. The Community Development Director shall determine if substantial changes have taken place.

(Ord. No. 32-94, § 1, 3-16-1994)