



**Zone Change
(Zoning Text, Zoning Map, Municipal Text)
Information and Submittal Requirements
Checklist**

City of Indian Wells
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ZONE CHANGE

ZONE CHANGE. The purpose of this application is to consider a zone change that incorporates zoning text amendments, zoning map amendments, and municipal text amendments and this process shall be used whenever changes are requested in land use categories, neighborhood boundaries, overlay districts, land use regulations, or development standards. The applicable code section dealing with zone changes is 21.06.020 and should be consulted for complete information.

Zone changes can be permitted only if granted by the Planning Commission and City Council in a public hearing and when certain findings in accordance with the Municipal Code and State Law can be made. Such findings include:

- (1) The proposed zone change is consistent with the City of Indian Wells General Plan or any amendment approved concurrently with the zone change.
- (2) The proposed zone change is consistent with the intent and objectives of the zoning code.
- (3) The proposed zone change is consistent with any applicable area master development plan or specific plan.
- (4) The proposed zone change is in the best interests of the health, safety, and welfare of the community.
- (5) Adequate sewer and water lines, utilities, sewage treatment capacity, drainage facilities, police protection, fire protection/emergency medical care, vehicular circulation and school facilities will be available to serve the area affected by the proposed zone change when development occurs.

A zone change may be initiated by the City Council, Planning Commission, or property owner. An application for a zone change may be filed concurrently with an application for a specific plan, but shall be approved only after the specific plan has been approved. Tentative tract maps and conditional use permits may be processed concurrently with a zone change.

ZONE CHANGE SUBMITTAL REQUIREMENTS CHECKLIST

- Documentation with owner's and applicant's signature.
- Application fee as per the current fee schedule.
- Letter of justification for the proposed zone change with required findings outlined in the letter.
- A statement describing the consistency of the proposed zoning with the applicable master development plan or specific plan or the general plan. If a general plan amendment is being processed concurrently, the statement shall discuss the consistency of the proposed zone change with the proposed general plan amendment.
- Proposed language for zone change.
- Photographs of the existing property conditions.
- Approval of any applicable homeowners' association.
- 3-sets of certified mailing labels with a radius map of all properties within 300-feet of the project site (may be extended to 500-feet), or any other information as required for a public hearing contained in Section 21.06.100(a) of the Municipal Code as applicable.
- Other information as required per the request of the Community Development Director.
- The following additional information is required for all zone change applications requesting a change in land use category, overlay district boundaries, or neighbor boundaries:
 - (a) The proposed map drawn to the same scale as the existing zoning maps showing the proposed zoning.
 - (b) A statistical analysis providing applicable information such as acreage, maximum dwelling units, and floor area ratios (FAR).