



# City of Burnet Zoning Change Application

City of Burnet · Development Services Department · (512) 715-3206  
1001 Buchanan Drive · Suite 4 · Burnet, Texas · 78611

Zoning Change Request - \$250

Conditional Use Permit - \$250

**Name of Applicant:** \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

**Name(s) of Property Owner(s):** \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

**Address of Property to be Rezoned:** \_\_\_\_\_

Legal Description: \_\_\_\_\_

Total Acreage: \_\_\_\_\_ Number of Lots: \_\_\_\_\_

Present Zoning: \_\_\_\_\_ Present Use: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Conditional Use Permit for: \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Printed Name: \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Printed Name: \_\_\_\_\_

Intake Date: ____ / ____ / ____	Received by: _____
Amount Paid: \$ _____	Cash/Check \$: _____ Receipt #: _____
Case #: _____ MPN #: _____	P&Z Date: ____ / ____ / ____ CC Date: ____ / ____ / ____



## City of Burnet Zoning Change Application – Check List

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*The following items are required for all zoning change application submittals:*

### Completed Zoning Change Application

- Application must be signed by the property owner, or in the case of a corporation or partnership, documentation must be provided authorizing a single party to sign on behalf of the corporation or partnership

### Application Fee

- Cash, check, or credit card; checks payable to the City of Burnet

### Description of Property Location

- Property address,
- Property survey,
- Legal Description (subdivision name with lot and block), or
- Metes and Bounds Description

### Proof of Ownership (Copy of Deed)

Letter of Request signed by property owner or applicant, including the following information:

- Reason for the request
- Proposed use of the property
- Whether or how the proposed change will impact the surrounding properties

***Digital (.pdf) files of all required documentation must be submitted as a single file through the My Government Online portal.***