

Proposed Procedures for Review of Rezoning Requests in the Mordecai CAC (MCAC)*

Notice to MCAC: As soon as possible after the filing of any zoning or land use petition in or affecting the MCAC area, at least one of the MCAC Co-Chairs and MCAC Zoning Committee Co-Chairs should be notified by City Staff and should access the petition. MCAC members are also asked to notify the MCAC Co-Chairs and/or Zoning & Future Development Committee of any land use matters potentially requiring action by the MCAC.

Presentation by Petitioner, Advertisement, and Voting: A rezoning petition must be presented to the full MCAC at least one month prior to the taking of any MCAC vote. Actions related to presentation, advertisement, and voting on a rezoning petition are governed by the MCAC By-Laws Article III. Section 4.

Procedure: Any petitioner who wishes to request a rezoning matter to the MCAC should contact at least one of the MCAC Co-Chair as soon as possible to request time on the agenda for the next regular MCAC meeting. The petitioner will be provided with a copy of the criteria to be addressed. If the petitioner is unable to appear in person to make a presentation, these criteria should be addressed in writing to the MCAC Zoning & Future Development Committee Co-Chairs. Petitioners are also encouraged to contact at least one of the MCAC Zoning and Future Development Committee Co-Chairs to determine whether, in addition to the listed criteria, there are other specific areas of concern that should be addressed.

Criteria: After identifying the owner, the developer, project type, location, existing zoning, requested zoning, and future land use map classification; the petitioner should address the following items.

1. *Why is the requested rezoning needed?*
2. *What uses, in addition to the use requested, are permitted within the requested zoning category?*
3. *What are petitioner's specific plans for the property / project? (Please provide as much detail as possible including drawings and/or a proposed site plan, if one has been prepared.)*
4. *What conditions are proposed?*
5. *What are the project's parking requirements and how will they be met?*
6. *What is on the property now? What are your plans for any current buildings on the property?*
7. *What changes will be made to the existing landscaping?*
8. *What changes will be made to the existing topography?*
9. *How does the project comply with the applicable NCOD?*
10. *What traffic study, analysis, or estimated impact has been conducted? By whom? What is the traffic impact? Pedestrian traffic impact?*
11. *If the project is for commercial or mixed use, what type of businesses are you planning to locate on the property?*
12. *How will the project impact the surrounding neighbors / neighborhood? (Please discuss both potentially beneficial and adverse effects.)*
13. *Where are you in the rezoning process? What input has the petitioner received from the City and/or any other interested parties? What open issues are there with City Planning? What is your submission timeline?*
14. *What else can you tell us about the "story" of your proposed project?*

*These procedures were proposed January 2018 and need to be voted on by the CAC
Linked to <http://www.mordecaicac.org/home/zoning>