

**ZONING MAP AMENDMENT APPLICATION**

**Part 1. Application Notes**

1. A Zoning Map Amendment is reviewed by the Chief Planning Official who then initiates the amendment process.
2. The Planning Board reviews the proposed amendment at a public hearing and makes a recommendation to Common Council.
3. The Common Council reviews the application, holds a public hearing and decides the application in accordance with Section 375-5(E)(24)(c) of the USDO.

**Part 2A. Property 1 Information**

Property Address:		
Tax Identification Number:		
Current Lot Size	Acres:	Square Feet:
Current Zoning District:		Proposed Zoning District:

**Part 2B. Property 2 Information**

Property Address:		
Tax Identification Number:		
Current Lot Size	Acres:	Square Feet:
Current Zoning District:		Proposed Zoning District:

**Part 2C. Property 3 Information**

Property Address:		
Tax Identification Number:		
Current Lot Size	Acres:	Square Feet:
Current Zoning District:		Proposed Zoning District:

**Part 2D. Property 4 Information**

Property Address:		
Tax Identification Number:		
Current Lot Size	Acres:	Square Feet:
Current Zoning District:		Proposed Zoning District:

**Part 3. General Purpose for Zoning Map Amendment**  
 (Attach additional sheets if necessary.)

**Part 4. Necessity for Amendment**  
(Attach additional sheets if necessary.)

**Part 5. Submittal Requirement Checklist**  
(Attach additional sheets if necessary)

	Required Documents	Hard Copies	Electronic Copies	Electronic Submission (.pdf) (Required Document Name)
<b>A. Required for All Zoning Map Amendment Applications</b>				
<input type="checkbox"/>	Master Application	0	1	Master Application
<input type="checkbox"/>	Zoning Map Amendment Application Form	0	1	ZMA
<input type="checkbox"/>	Copy of recorded deed for all properties subject to this zoning amendment application	0	1	Deed
<input type="checkbox"/>	Drawing to scale showing existing conditions, with lot dimensions, existing buildings, driveways, parking, landscaping, and utility locations	1	1	Survey [YYYY]-[MM]-[DD]
<input type="checkbox"/>	Revised Zoning Map showing the existing and proposed zone district boundaries	1	1	Proposed Map
<input type="checkbox"/>	Full Environmental Assessment Form as required by SEQR	0	1	Full EAF
<input type="checkbox"/>	Application fee as established in the Albany Fee Schedule – \$500 plus \$50 per acre- Payable to <i>The City of Albany Treasurer</i>			
<b>B. Voluntary of Upon Request</b>				
<input type="checkbox"/>	Any additional information determined to be necessary by the Chief Planning Official	1	1	[Document Name]