

INSTRUCTIONS FOR ZONING CHANGE

1. Set a meeting with the Planning and Zoning Commission (a notice must be posted 10 days before the meeting) – Call City Hall 903-395-2217 to set up a meeting
2. Council approval
3. Notify property owners within 200 feet of the proposed zoning change (City Hall will determine)
4. Publish notice in the news paper
5. Post notice on the property
6. Public Hearing at next council meeting
7. Ordinance will be approved in regular council meeting
8. Property will lose homestead exemptions
9. Property will be rated commercial not residential
10. All changes will be sent by the City to the Appraisal District
11. The following notice is to be published in the newspaper and posted on the property (step 4&5) for which the change is sought.

**NOTICE OF A HEARING
NOTICE IS HEREBY GIVEN
TO ALL INTERESTED PERSONS, THAT:**

_____ has applied for a zoning change
from _____ to _____ for the property
located at _____ more fully described as follows:

A public hearing will be held by and before the City Council of the City of Cooper, Texas on the
_____ day of _____, 20_____, at _____ o'clock pm at the
City of Cooper Council Chambers for all persons interested in the above proposed zoning
change. At said time and place all such persons shall have the right to appear and be heard. Of
all said matters and things, all persons interested in things and matters herein mentioned, will
take notice.