



Determination of Planning Commission or Zoning & Platting Commission Assignment

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I, _____, owner or authorized agent for the following project

Project Name: _____

Project Street Address: _____

Case Number: _____

Check one of the following:

I have verified that this project **does** fall within the boundaries of an approved neighborhood plan as defined in the City of Austin Land Development Code Section 25-1-46(D) (see back of this page), and therefore may require a Neighborhood Plan Amendment. Plan Amendment applications can be filed during February for planning areas on the west side of I.H.-35 or July for planning areas on the east side of I.H.-35.

Please contact Maureen Meredith in Planning & Zoning Department at (512) 974-2695 or at maureen.meredith@austintexas.gov so she can determine if a plan amendment application is required with your rezoning case.

Name of the Neighborhood Plan: _____

- Note: South Lamar Combined Planning Area (Barton Hills, South Lamar, Zilker, & Galindo) is a suspended planning area and no plan amendment application is required for zoning change applications. Zoning applications can be filed anytime of the year.***

Commission assigned: **Planning Commission**

I have verified that this project falls within the East Riverside Corridor Plan. ***Zoning changes in this area do not require a plan amendment application and can be filed anytime of the year.***

Commission assigned: **Planning Commission**

I have verified that this project falls within the boundaries of an IN PROCESS neighborhood plan, which does not require a plan amendment application. Zoning change applications can be filed any time of the year.

Commission assigned: **Planning Commission**

I have verified that this project **does not** fall within the boundaries of an approved neighborhood plan OR a neighborhood plan IN PROCESS.

Commission assigned: **Zoning and Platting Commission**

I understand if I have not accurately determined if my project falls inside or outside the boundaries of an approved neighborhood plan, I may experience delays in processing my project through the appropriate commission.

Owner or Agent Signature: _____

Date: _____

§ 25-1-46 - LAND USE COMMISSION

- (A) The Planning Commission or the Zoning and Platting Commission may act as the Land Use Commission, as prescribed by this section.
- (B) A determination of which commission shall act as the land use commission to consider a particular application is made on the date that the application is filed. After the determination is made, the designated commission continues to act as the land use commission until the application is approved or denied.
- (C) The Zoning and Platting Commission shall act as the Land Use Commission for all applications, except as provided in Subsection (D).
- (D) The Planning Commission shall act as the land use commission for property that is wholly or partly within:
 - (1) the boundaries of a neighborhood plan that the council has adopted as a component of the comprehensive plan;
 - (2) the former Robert Mueller Municipal Airport site;
 - (3) a transit oriented development (TOD) district;
 - (4) the old Enfield neighborhood planning area; or
 - (5) the boundaries of a proposed neighborhood plan that the Planning Commission is considering as an amendment to the comprehensive plan. In this subsection, Planning Commission consideration of a proposed neighborhood plan:
 - (a) begins on the effective date of a council resolution or ordinance directing the Planning Commission to consider a neighborhood plan for an identified area; and
 - (b) ends on the date that the council adopts or rejects the proposed neighborhood plan or withdraws its directive to the Planning Commission to consider a neighborhood plan for the area.
- (E) A liaison committee of the Planning Commission and the Zoning and Platting Commission is established. The chair of each commission shall appoint two commission members to serve on the committee. The committee shall meet regularly to exchange information relating to the commissions and make recommendations to the commissions on common policies, objectives, issues, and activities.
- (F) Reserved.

Source: Ord. 010607-8; Ord. 011129-79; Ord. 031211-11; Ord. 20060309-057; Ord. 20060622-128; 20090806-068; Ord. 20120524-083; Ord. 20121018-104; Ord. No. 20140626-113, Pt. 2, 7-7-14.