



## ZONING TEXT AND MAP AMENDMENT

The City's Zoning Ordinance classifies all property into various zoning classifications, which regulate both land uses and development standards. The Zoning Ordinance, like the General Plan, represents one of the most important policy statements of the City. Any changes are reviewed carefully by the Planning Commission and the City Council. Applications for rezoning and amendments to the text of the Zoning Ordinance should only be made when there are compelling reasons for the change. Any proposed change to the Zoning Ordinance should first be discussed informally with the planning staff in order to obtain initial guidance.

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### Zoning Map Amendment

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The following material is required in order to submit a formal application for a Zoning Map Amendment:

1. Eight sets of plans showing the **boundaries of the proposed zone change and all buildings on the site**. Recommended scale 1/8" or 1/10".

NOTE: All drawings furnished shall be folded to approximately 8 1/2" x 11".

2. **Statement of justification** as to why this proposed change in the Zoning Map is necessary and how it conforms to the General Plan.
3. **Proof of ownership and legal description** which may be satisfied by a copy of the most recent tax bill, title report, or a deed of trust which gives the metes and bounds of the parcel, or a lot, block and subdivision description.
4. **Fee** of \$5,000 initial deposit, actual cost.
5. Completed **Environmental Review Application** (if necessary). See brochure entitled "Environmental Assessment" for further information.

**Community Development – Planning Services**

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## Zoning Text Amendment

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The following material is required in order to submit a formal application for a Zoning Text Amendment:

1. ***The text of the proposed amendment.***
2. ***Statement of justification*** as to why this proposed change in the Zoning Text is necessary and how it conforms to the General Plan.
3. ***Fee*** of \$5,000 initial deposit, actual cost.
4. Completed ***Environmental Review Application*** (if necessary). See brochure entitled "Environmental Assessment" for further information.

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## Frequently Asked Questions

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***Who can propose that the text of the Zoning Ordinance be changed (zoning text amendment) or that a property or properties be rezoned (zoning map amendment)?***

The City Council, the Planning Commission, or any citizen or group of persons may request that the text of the Zoning Ordinance be changed or that a property or properties be rezoned.

***How long does the zoning text or map amendment process take?***

The process takes anywhere from six months to one year for a *zoning map amendment*, depending on the complexity and magnitude of the proposed change and also on the number of public hearings required. A *zoning text amendment* can take up to six month, depending on the type of change proposed.

***What types of considerations are taken into account when a zoning text or map amendment is reviewed?***

In reviewing a proposed zoning text or map amendment many different factors are taken into consideration by the city staff and approval bodies (Planning Commission and City Council). Here are a few examples: consistency with the General Plan; the compatibility of land use and development standards, such as building height, with surrounding development; the environmental impact (i.e. traffic); the community-wide benefit and enhancement of orderly growth; and the effect on property values.