



# Petition to Amend Ogden City's Zoning, Sign, or Subdivision Ordinance

Ogden City Development Services  
2549 Washington Blvd. Suite 240  
Ogden, Utah 84401  
(801) 629-8930

Please print legibly and complete all areas:

The following checklist will assist you with your petition to change the existing language in the Ogden City Zoning, Sign, or Subdivision ordinance.

### Petition Checklist

- Review this application with a City Planner prior to filing in the City Recorder's office. The City Planner is to accompany petitioner when filing.
- In the space provided below, explain what portion of the ordinance you want to change and why the change would be in the best interest of the general public. Attach another sheet, if necessary.
- Include suggestions of how the regulations or requirement *should* read, if amended.
- Attach any documentation showing that other cities have similar requirements.
- Pay the **\$2,500 filing fee** at the City Cashier's Desk and submit this petition at the same time.

### Petitioner Contact Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Petition to amend the Zoning, Sign, or Subdivision Ordinance (please circle one)

I (we) the undersigned do respectfully request that the Ogden City Zoning Sign Subdivision  
(circle one)

Ordinance be amended by changing or eliminating \_\_\_\_\_  
(Ordinance reference)

Please amend the ordinance as follows:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This change is in the best interest of the general public because:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Petitioner's signature(s): \_\_\_\_\_

Date: \_\_\_\_\_

Petition number: \_\_\_\_\_

Filed in the office of the City Recorder

By \_\_\_\_\_

Date \_\_\_\_\_

Fee \_\_\_\_\_ Invoice # \_\_\_\_\_

**Procedure for Processing  
a Zoning Ordinance Amendment  
Ogden City, Utah**

1. Submit the petition for review to the Ogden City Planning Staff at the Customer Service counter, second floor, 2549 Washington Boulevard, Suite 240. Accompany Planning Staff to file the petition with the City Recorder's Office.
2. Pay the \$2,500 application fee at the City Cashier's Desk.
3. Petition will be sent to Planning Staff to be placed on the Planning Commission agenda.
4. Petition is placed on Planning Commission agenda as a public hearing, and the petitioner is notified of time and date of the public meeting. At least 10 days' notice of the time and place of the hearing is placed in a newspaper of general circulation in the municipality.
5. The Planning Commission reviews the petition in a public hearing and makes a recommendation to the City Council.
6. The Council may override a denial or approval recommendation of the Planning Commission. If the Commission supports a favorable recommendation on the petition, an ordinance is drafted, and a public meeting is scheduled. The City Council reviews the recommendation of the Planning Commission.
7. If the City Council passes an ordinance amendment in the public meeting, the ordinance is signed by appropriate City officials. The ordinance becomes effective immediately upon publication after final passage.

**Additional questions regarding this process may be directed to the Ogden City Planning Staff, by calling (801) 629-8930.**