

How to Rezone Property and Amend the Zoning Code

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Rezoning property or amending the Zoning Code regulations become necessary from time to time based on changed policies, economics and development practices. While rezoning affects specific properties, changing Zoning Code regulations affects all properties within a certain zoning designation.

When can property be rezoned or the Zoning Code amended?

Either change can be made provided the Salinas City Council can determine that the rezoning or Zoning Code amendment:

1. *Is consistent with the Salinas General Plan and other plans and policies adopted by the Salinas City Council.*
2. *Will not have the effect of reversing the policies of the Salinas General Plan and other plans and policies adopted by the Salinas City Council.*
3. *Will not create an isolated district unrelated to adjacent zoning districts.*
4. *Will result in the City having the capability to provide public utilities, roads, and services to serve the uses allowed by the proposed change.*

What is the process for rezoning property or amending the Zoning Code?

Rezoning property or amending the Zoning Code at the earliest possible time will depend on the completeness of your application and the extent of your proposal. Early consultation with the Department of Community Development is strongly recommended before an application is made.

This consultation will provide you with essential information about your proposal.

The following steps will generally apply:

Step 1: *Obtain an application from:*

*City of Salinas
Department of Community Development
200 Lincoln Avenue,
Salinas, CA 93901*

Step 2: *If you are requesting a rezoning, complete the application and attach 20 copies of a map indicating the boundaries of the property to be rezoned. The map should indicate the surrounding land uses for any adjoining property. Also include an 8"x10" transparency of the map; or*

If you are requesting an amendment to the Zoning Code, complete the application and attach a copy of your requested revisions to the text.

Step 3: *Submit the completed application along with an application fee to the Department of Community Development.*

Step 4: *Your application will be reviewed by the Department of Community Development and other City departments to determine the effect of your proposed change.*

Step 5: *Your application will also be reviewed in accordance with the California Environmental Quality Act to determine if the rezoning or Zoning Code amendment may have a significant impact on the environment. One of the following determinations will be made:*

**INFORMATION
BULLETIN**

City of Salinas
Department of Community Development
200 Lincoln Avenue
Salinas, CA 93901
(831) 758-7206

1. Your proposal is “exempt”; no further environmental review is required.
2. Your proposal will have no significant impact on the environment, and a Negative Declaration will be posted a minimum of 20 days before the public hearing (30 days notice is required for projects requiring state review).
3. Your proposal may have a significant impact on the environment, and an environmental impact report (EIR) will be required to fully assess its potential environmental effects. Your proposal cannot be considered further until the EIR is prepared and reviewed by all appropriate agencies and the public.

step 6: After the initial environmental review has been conducted, you will be advised of any additional environmental review fees that may be required.

Note: Your application cannot be considered “complete” until all plans and environmental documents have been completed.

step 7: Following the review of your proposal and environmental documents, you may be notified that changes to your proposal need to be made in order to comply with City regulations or to receive a favorable staff recommendation.

step 8: Following any revisions to your proposal and completion of environmental documents, a notice will be published in the newspaper announcing that a public hearing before the Salinas Planning Commission will be held to consider your proposal. You will be notified of the hearing date and recommendations of City staff. In the case of a proposed rezoning, all property owners within 300 feet of your proposed site will be notified by mail of the public hearing date and time.

step 9: During the public hearing, the Planning Commission will ask for comments from the applicant, the public and City staff. The Planning Commission will then recommend to the Salinas City Council approval, recommended revisions or denial of your proposal.

step 10: The Salinas City Council will conduct a public hearing to consider your proposal, and any changes recommended by the Planning Commission. The same public notification

process used for the Planning Commission hearing is used for the City Council public hearing. Following the public hearing, the City Council will approve, modify, or reject the Planning Commission recommendation.

Step 11: In the event the rezoning or Zoning Code amendment is approved, the City Council will adopt an ordinance at its next regular meeting. The ordinance will take effect 30 days after adoption.

Can I save time by applying for other permits at the same time?

Yes. The City encourages this practice which will save you substantial amounts of time and money. The application form is designed for multiple applications. However, other permit approvals cannot become effective if they depend on a zone change or amendment until the change is approved by the City Council and has taken effect.

How can I get more information?

By calling the Department of Community Development at 758-7206.

You may also refer to *Division 30* of the Salinas Zoning Code for procedures on rezoning property and amending the Zoning Code.

Related Information Bulletins

Information Bulletin	Description
9	Standard Permit Conditions
14	Fees, Publications & Services
22	How to amend the Salinas General Plan
