



Development Services
305 N. Arch St.
Royse City, TX 75189
Phone: (972) 524-4836

Zone Change Information Guide

What is a zone change?

A zone change is the process for which an applicant may petition the City to change the zoning of a parcel(s) to better fit their desired use.

Application Requirements

- Address of parcel to be changed
- Subdivision or survey name
- Block number
- Lot number
- Contact information
- Applicant's address

What is the process to get a zone change?

1. Complete the application and submit to Development Services and pay \$200 application fee.
2. A zone change requires a public hearing and needs significant lead time to schedule. A notice must be placed in the news paper by the Director at least 2 weeks before the Planning and Zoning Commission agenda is posted as well as notification letters sent to property owners within 200 feet from the property requesting the zone change.
3. Development Services will process the application and will place the applicant on the appropriate agenda and notified of the date.
4. The applicant will appear at the Planning and Zoning Commission meeting which is held on the first Thursday of the month (except December, there is no meeting held). The applicant will explain to the Commission as to why they believe they should receive a zone change. A helpful tip to applicants is to make sure their new desired zoning is compatible with surrounding uses to promote the general welfare, growth, and safety of Royse City.
5. If the Planning and Zoning Commission approves of the zone change, the request will be placed on the agenda for City Council on the third Tuesday of the month and the applicant will follow the same public hearing process as the Planning and Zoning Commission.
6. If City Council also approves the zone change the parcel(s) will now have the new zoning along with its respective restrictions. The applicant may now apply for building permits for allowable structures and improvements in the new zoning.

Questions, Comments, Concerns

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