

# City of Dothan, Alabama

## Rezoning Guide



## Department of Planning and Development

126 N Saint Andrews Street, Room 305  
Dothan, AL 36303  
(334) 615-4410  
[www.Dothan.org](http://www.Dothan.org)

## **What is Zoning?**

*The overall objectives of Zoning are to protect public health, safety and welfare; to promote compatibility among various land uses and developments; and to provide for an attractive and efficient community. Zoning divides a locality into specific districts and establishes regulations concerning the use, placement, space and size of land and buildings within each district.*

## **What is Rezoning?**

*Each property has an existing zoning designation which allows certain uses on the property. Rezoning is the legal process which, if successful, allows new uses not permitted under the property's current zoning designation.*

## **Why Rezone?**

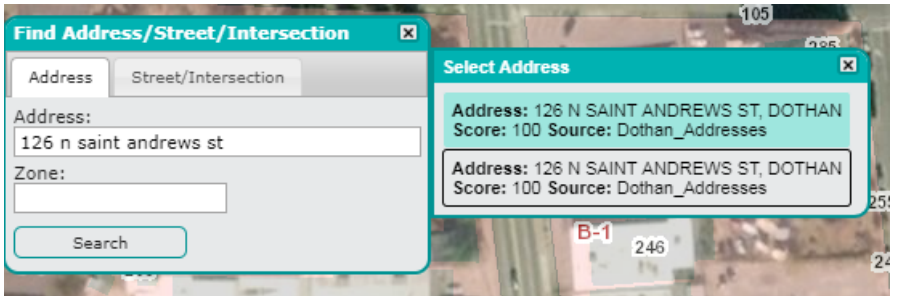
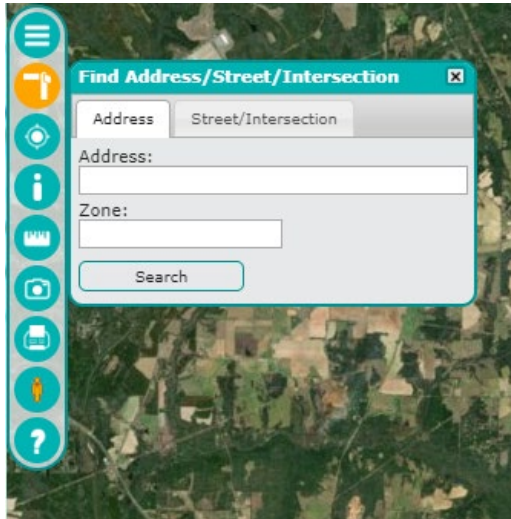
*If the desired use for a property is inconsistent with the property's existing zoning designation, a rezoning could be considered. Rezoning may also be requested to allow for more intense development of a property, such as a higher density residential district.*

## **Who may request a Rezoning?**

*A rezoning may be initiated by the property owner or an authorized representative such as a real estate agent, engineer, or attorney; the City Commission; or Planning and Development staff.*

## **How do I know what my property is zoned?**

*Call Planning and Development at (334) 615-4410 to determine the current zoning designation of a property. Zoning may also be determined by checking the Dothan GIS map which is available online at <http://www.dothan.org/index.aspx?NID=274>. You must accept the disclaimer to access the GIS map. From there, select the second icon from the top on the left-hand side of the screen to search for an address. Enter the address and click Search. A list will populate to the right of the address box. Select the desired address from this list. The property will be displayed on the GIS map. The current zoning designation will be visible on the parcel. These steps are illustrated on the next page.*



## **Are there costs involved?**

*Yes. There is a non-refundable application fee in the amount of \$100.00 plus an additional \$10.00 per acre of the subject property, not to exceed \$250.00.*

## **Where do I start?**

*Planning and Development staff is available to assist applicants throughout the process. Applicants may request a pre-application meeting to discuss their plans with staff. Contact Planning and Development to make an appointment and discuss submission of the rezoning application and supplemental materials. Application fees are collected at the time of submittal.*

## **What happens after the application is accepted?**

*Once the submittal is deemed complete, the application will be sent to various departments for review. When all departments have returned their comments, Planning and Development staff will compile a staff report. This report will be presented to the Planning Commission for review. Prior to the Planning Commission meeting, the applicant will be directed to post a public hearing sign on the property. Planning staff will send the required letters to adjacent property owners.*

## **What is the Planning Commission?**

*The Planning Commission is composed of nine (9) members appointed by the City Commission. They serve three-year terms and are charged with the responsibility of holding public hearings and making recommendations to the City Commission on all matters related to rezoning.*

## **How long is the Rezoning process?**

*The length of the Rezoning process depends on a number of factors. The entire Rezoning process takes approximately ninety (90) days.*

## **Which departments must review a Rezoning request?**

*Rezoning requests are reviewed by the Planning and Development, Engineering Services, Traffic Engineering, Fire, Water, and Electric departments.*

## **How long is a Rezoning valid?**

*A Rezoning, once approved, has no expiration date. The Rezoning remains valid even after changes in property ownership.*

## When does the Planning Commission meet?

*The Planning Commission meets on the third Wednesday of each month in the City Commission chambers, located on the 2<sup>nd</sup> Floor of the Dothan Civic Center at 126 N Saint Andrews Street. The 2020 Planning Commission meeting dates and application deadlines are listed below.*

## 2020 Planning Commission Calendar

Meeting Date	Application Deadline
January 15	December 13
February 19	January 10
March 18	February 14
April 15	March 13
May 20	April 10
June 17	May 8
July 15	June 12
August 19	July 10
September 16	August 14
October 21	September 11
November 18	October 9
December 16	November 13

## What are the Zoning Districts?

The City of Dothan has nineteen (19) different zoning districts which are divided into six (6) categories – Agricultural, Residential, Office and Institutional, Business, Manufacturing/Industrial, and Special. These are described in detail on the next three (3) pages.

### Agricultural District

**A-C: Agricultural-Conservation District** - Intended primarily for agricultural uses. Very low-density residential uses are also permitted.

### Residential Districts

**R-1: Residential Single-Family, Low Density** - Intended to provide for low density residential development, single-family living with related recreational facilities. Lot sizes are 12,000 square feet or greater.

**R-2: Residential Single-Family, Medium Density** - Intended to provide for medium density residential development, single-family dwellings with related recreational facilities. Lot sizes range from 8,400 square feet to 11,999 square feet.

**R-3: Residential Single-Family, High Density** - Intended to provide for high density residential development, single-family dwellings with related recreational facilities. Lot sizes range from 4,000 square feet to 8,399 square feet.

**R-4: Residential Single-Family, High Density (2-7 units)** - Intended to provide for high density residential development, containing at least two attached dwelling units but not more than seven attached dwelling units with related recreational facilities. Single-family dwellings are permitted utilizing R-3 dimensional regulations as part of the overall mix of housing units but not independently. Lot sizes range from 4,800 square feet to 16,800 square feet, but can be larger if desired.

**R-A: Residential, Multi-family, High Density (8+ units)** - Intended to provide for high density multi-family residential development with related recreational facilities. Minimum number of dwelling units is 8. No maximum number of dwelling units. New single-family units are not permitted. Minimum lot size is 29,200 square feet. This is based on the methodology of requiring 7,200 square feet for the first unit plus 4,000 square feet for the next four units and 2,000 square feet for each additional unit. Larger lots are permitted if desired.

***MH-1: Manufactured Home Community Park*** - Intended to provide for lower cost housing units in a medium density residential development, designed for individual manufactured homes, located in an approved mobile home park and additional areas where similar residential development will be a viable land use, with related recreational areas. Minimum tract of land is three acres.

***MH-2: Mobile Home Subdivision*** - Intended to provide for residential development designed for lower cost, medium density manufactured homes, located in an approved subdivision with related recreational facilities. Lot sizes shall be a minimum of 5,000 square feet.

#### Office and Institutional Districts

***O&I: Office/Institutional*** - Intended to provide areas for business and professional offices as well as more intensive office uses such as public buildings, banks, pharmacies, or tv/radio stations. Includes universities, colleges, public schools, hospitals, parks, fairground, and state/federal/municipal facilities as acceptable uses.

***O-2: Office Park*** - Intended to provide areas for groups of offices such as offices for business and professional services, public buildings, banks, pharmacies, and tv/radio stations.

***O-3: Neighborhood Office*** - Intended to serve as a transitional district between residential districts and/or uses and more intensive non-residential activities. Intended to avoid traffic onto residential streets.

#### Business Districts

***B-1: Central Business*** - Intended for personal and business services and general retail trade of the core business center of the community. Accommodates a wide variety of commercial uses in traditional downtown business areas. Residential uses may be appropriate above the ground floor of commercial or other uses.

***B-2: Highway Commercial*** - Intended for major retail and service activities with major thoroughfare access with adequate open space and parking.

***B-3: Local Shopping*** - Intended to serve as a transitional district between commercial districts and residential districts. Designed for local retail and personal services of a limited size and service that

provide for the regular needs and convenience of those residing in the adjacent residential neighborhoods.

### Manufacturing/Industrial Districts

***L-I: Light Industry*** - Designed to provide a location for industries that do not, by their nature, create any public nuisance. It is intended to preserve land for industry in a location beneficial to industries. Single-family residential uses are prohibited.

***H-I: Heavy Industry*** - Intended to provide for the competitive location for manufacturing and related industries that may, by nature, create nuisances. The intent is to preserve land for such industry in locations with access to major streets as designed on the thoroughfare plan, as well as locations generally accessible to railroad transportation and to prohibit residential uses.

### Special Districts

***PUD: Planned Unit Development*** - Established to allow for the planned and unified development of a tract of land that is three acres or larger. Shall be described by ordinance and rezoned. Shall allow for design flexibility of development to encourage efficient use of land and public services, promote high-quality design and open space for residents.

***DOD: Downtown Overlay District (with subdistricts)*** - Purpose is to foster a strong, viable downtown as a commercial, civic, residential, and cultural art center with its own unique identity and to provide a mechanism to establish special land use regulations, standards, or procedures in a defined area with unique land use, site planning, building design, or environmental resource issues. Specifically used to implement downtown master plan, accommodate mixed-use buildings, encourage rehabilitation/re-use of existing historical buildings, promote new infill development in a planned format, encourage development that promotes pedestrian oriented storefront-style shopping, and promotes health and well-being of residents.

***MHC: Manufactured Home Community*** - Intended to provide supplemental standards and procedures specifically relevant to the development of a manufactured home community in a MH-1 district.



## **What is the process for obtaining a Rezoning?**

*The Rezoning process can be split into four (4) steps – preliminary discussions with staff, submitting the application, the Planning Commission, and the City Commission.*

### **Step One: Preliminary Discussions with Staff**

*Contact the Planning and Development department at (334) 615-4410 and make an appointment to meet with a member of the staff to discuss your plans and obtain pertinent facts about the proposed land use, zoning, and adopted plans affecting your property and the surrounding area. This meeting is not required, but it is highly encouraged. Staff assistance is generally available between the hours of 8:00 a.m. and 5:00 p.m. each weekday at our offices located at 126 N Saint Andrews Street.*

### **Step Two: Submitting the Application**

*When a specific zoning request has been identified, submit a completed application to the Planning and Development department. Visit the [City of Dothan website](#) to view and print the application.*

*Application fees are paid at the time of filing. Once the application is deemed complete, a date will be set for a public hearing to be heard before the Planning Commission. Legal notices must be publicized, a sign erected at the property, notice printed in the newspaper, and letters sent to adjacent property owners.*

*It is highly recommended that the applicant uses this time before the public hearing to informally meet with neighbors to provide information about your request and answer any questions they may have.*

### **Step Three: The Planning Commission**

*At the Planning Commission meeting the applicant will be asked to explain their request and present the reasons why they feel it should be approved. The public may speak for or against a petition at this time. Commission members may ask the applicant questions as well.*

*The Planning Commission may vote to do any of the following:*

- 1. Recommend Approval*
- 2. Recommend Denial*
- 3. Defer the matter until a future meeting.*

Once the Planning Commission has made a recommendation, a report of those proceedings and deliberations is prepared by staff and forwarded to the City Commission.

**Step Four: The City Commission**

Upon receipt of the Planning Commission’s report and recommendation, the petition is scheduled for review and consideration by the City Commission. The City Clerk’s office will place the request on the City Commission agenda once advertising fees have been paid. The City Clerk’s office may be reached at (334) 615-3164 for inquiries on scheduling. The City Commission may approve or deny the petition, or refer it back to the Planning Commission for additional discovery.

If the City Commission denies the petition, the request may be resubmitted after six (6) months or appealed to the Circuit Court.

If approved by the City Commission, the approved rezoning ordinance will be published again in the Dothan Eagle. The approved ordinance is then forwarded to Planning and Development to record the rezoning on the official zoning map. The final, approved ordinance is mailed to the property owner.

**Where do I go?**

The addresses for each office you will need to visit are listed below.

<p><b>Planning and Development</b> Dothan Civic Center 126 N Saint Andrews St. Dothan, AL 3633 (334) 615-4410 <b>Hours:</b> Monday-Friday 8:00am-5:00pm</p>	<p>Call to make an appointment to meet with staff, submit the application, and pay application fees.</p>
<p><b>Houston County Revenue Commission</b> County Administration Building 462 N Oates St. – 5<sup>th</sup> Floor Dothan, AL 36303 (334) 677-4747 <b>Hours:</b> Monday-Thursday 7:00am-5:00pm <i>Note: This office is closed on Fridays.</i></p>	<p>To request a list of adjacent property owners. This list must be submitted with the Rezoning application.</p>

