



# City of Covington

## ANNEXATION & REZONING APPLICATION SUBMITTAL PROCEDURES

### Purpose

This document explains the process for an annexation and rezoning request.

### Process

- A pre-application meeting is mandatory prior to submitting this application. Please call 770-385-2178 to schedule this meeting.
- Once an application has been completed and submitted to the Planning and Development Department, the Planning and Development Director reviews the application and submits a written recommendation to the Covington Planning Commission for a public hearing review.
- At least 15 days prior to the date of the first public hearing a legal notice will be published in the local newspaper a minimum for identifying the property location pertinent to the request. Planning and Development Department will post one or more signs in a conspicuous location(s) on the property a minimum of 15 days prior to the date of the first public hearing. At least one sign shall be posted along each street where the property has frontage, and one additional sign will be posted for every 500 feet of street frontage. The City shall take one photograph of each posted sign and submit to the file for documentation. At least 15 days prior to the date of the first public hearing a written notice shall be mailed by the Planning and Development Department notifying all property owners adjacent to the subject property of the request.
- During the public hearings, the Covington Planning Commission and City Council shall review the facts of the case.  
Upon conclusion of deliberations, the Covington Planning Commission shall make one of the following recommendations to the City Council:
  - a. Approve the proposal as requested;
  - b. Approve the proposal with changes and/or conditions;
  - c. Deny the proposal;
  - d. Recommend the applicant be allowed to withdraw and further recommend as to with or without prejudice;
  - e. Recommend deferral of the proposal for additional information at a future public hearing.
- Upon conclusion of deliberation, the City Council may make one of the following decisions:
  - a. Approve;
  - b. Deny;
  - c. Defer to a stated later date;
  - d. Refer the matter back to the Covington Planning Commission;
  - e. Makes changes to or add or delete conditions to the proposal; or
  - f. Allow the proposal to be withdrawn with or without prejudice.



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### GLOSSARY OF ZONING DESIGNATIONS

The city is divided into zoning districts designated as follows:

- A. NR-1, Neighborhood Residential 1 District. This zoning district is intended primarily for lower density one-family residences and related uses. This district is designed to stabilize and protect the residential characteristics of the district and to encourage a suitable family life on larger lots.
- B. NR-2, Neighborhood Residential 2 District. This zoning district is intended primarily for medium density one-family residences and related uses. This district is designed to stabilize and protect the residential characteristics of the district and to encourage a suitable family life on smaller lots.
- C. NR-3, Neighborhood Residential 3 District. This zoning district is intended primarily for higher density one-family residences and related uses. This district is designed to stabilize and protect the residential characteristics of the district and to encourage a suitable family life on smaller lots.
- D. CR, Corridor Residential District. This zoning district is intended primarily for two-family and multifamily housing and related uses. This district is designed to provide a multifamily residential characteristic with lower densities.
- E. TCR, Town Center Residential District. This zoning district is intended primarily for two-family and multifamily housing and related uses. This district is designed to provide a multifamily residential characteristic with higher densities.
- F. NM, Neighborhood Mixed-Use District. This zoning district is intended primarily for mixed-use development and related uses at a lower density. This district provides a location for residences and convenient goods and services directly adjacent to single-family neighborhoods that will satisfy the common and frequent needs of the residents of nearby residential neighborhoods with design standards and design parameters to encourage a pedestrian-friendly traditional urban form, oriented to pedestrians, which will limit the conflicts between vehicles and pedestrians.
- G. CM, Corridor Mixed-Use District. This zoning district is intended primarily for mixed-use development and related uses at a medium density. This district provides a location for residences, retail, goods and services and offices to satisfy the common and frequent needs of the city's businesses and residents with design standards and design parameters to encourage a pedestrian-friendly traditional urban form, oriented to pedestrians, which will limit the conflicts between vehicles and pedestrians.
- H. TCM, Town Center Mixed-Use District. This zoning district is intended primarily for mixed-use development and related uses at a higher density. This district provides a location for residences, retail, goods and services and offices to satisfy the common and frequent needs of the city's commercial core and greater Covington area with design standards and design parameters to encourage a pedestrian-friendly traditional urban form, oriented to pedestrians, which will limit the conflicts between vehicles and pedestrians.
- I. M1, Light Industrial District. This zoning district is intended for properties that are located on or have ready access to a major street or state highway and are well adapted to light industrial development but whose proximity to residential or commercial districts makes it desirable to limit industrial operation and processes to those that are not objectionable in terms of the emission of noise, vibration, smoke, dust, gas, fumes, odors and do not create fire or explosion hazards, or other obnoxious conditions.
- J. M2, Heavy Industrial District. This zoning district is intended for properties that are located on or have ready access to a major street or state highway and are well adapted to heavy industrial development but whose proximity to residential or commercial districts makes it desirable to limit industrial operation and processes to those that are not objectionable in terms of the emission of noise, vibration, smoke, dust, gas, fumes, odors and do not create fire or explosion hazards, or other obnoxious conditions.