



Planning Department
300 West Walker Street,
League City, Texas, 77573
(281) 554-1080
www.leaguecity.com/planning

Certificate of Nonconformance Application

“Nonconforming uses” are structures or uses of land that do not conform to the current Zoning Regulations for the zoning district in which they are located. Such structures or uses may have been in conformance when they were constructed or began operation, and thus would be legally nonconforming or “grandfathered” and allowed to continue operation, but not to expand or enlarge. The majority of legally nonconforming uses and structures are commercial businesses that were established prior to the adoption of zoning in 1999.

Legally nonconforming uses and structures may be reconstructed in the event of damage due to a fire, hurricane or other natural cause. If the City has a Certificate of Legally Nonconforming Status on file for your property, it will expedite the rebuilding of your home or business after such an event.

Home or business owners who believe their properties may not conform to current regulations should contact the Planning Department. A staff member will advise whether or not you should apply for a certificate. There is no fee associated with this process. A planning staff member will contact applicants within two (2) weeks of receipt of their submittal. A Certificate of Legally Nonconforming Status or letter explaining staff’s denial of such certificate will be mailed within three (3) weeks of a complete submittal.

Zoning Regulations Article 4, Division 7 pages 61-63, has been attached for your review.

REQUIRED DOCUMENTATION

Current plat and a scaled site plan or survey detailing the improvements on the property (include square footage of all buildings).

Signed and notarized application (see following page). Notary publics are on staff at City Hall and available during normal business hours.

Submit documentation to the Planning Department (address above).

Application Fee: None

LEAGUE CITY CONTACT INFORMATION

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Kris Carpenter
Planning Manager
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PROJECT INFORMATION

Address and/or Geographic Location: _____

General description of location: _____

Present Zoning District/Overlay: _____ Total Acreage: _____

Subdivision Name, Block and Lot # (Legal Description): _____

Business Name (if applicable): _____

Current Use of Land (i.e. hardware store, auto dealership): _____

Current tenants or occupants: _____

Use of property when acquired by owner: _____

Aspect of property believed to be in nonconformance with Zoning Ordinance: _____

Other information that may be pertinent to staff's review: _____

PRIMARY CONTACT INFORMATION (REPRESENTATIVE)

The representative may be the consultant, realtor, engineer, etc. that the owner has authorized to make the request and act as the owner's agent in all related communications with the City. The representative will be staff's primary contact. If the owner has no representative, please print or type N/A.

Name: _____ Company, (if applicable): _____

Mailing Address: _____ City: _____ State: _____

Phone: _____ Fax: _____ E-Mail: _____

PROPERTY OWNER(S) INFORMATION

Attach additional pages for multiple property owners.

Name: _____ Company, (if applicable): _____

Mailing Address: _____ City: _____ State: _____

Phone: _____ Fax: _____ E-Mail: _____

Owner Certification (must be notarized)

State of Texas)

)SS

County of Galveston)

I, _____ (property owner), certify that the above information is correct and that I own the aforementioned tract of land. Furthermore, I authorize _____ (person listed as primary contact) of _____ (contact person's company) to make this request for a Certificate of Nonconforming Status and act as my agent in all related communications with the City of League City.

Property Owner Signature

Date

Subscribed and sworn to before me this ____ day of _____, 20__.

Notary Public: