

LAND DEVELOPMENT CODE AMENDMENT PROTEST RIGHTS **INFORMATION AND PETITION FORM**

The City of Austin is considering changes to the Land Development Code. These changes could affect how your property or properties near you may be developed or used in the future. This document contains important information about your right to protest these changes.

What is your right to protest?

Under State Law, property owners have the right to protest proposed changes to zoning regulations. A property owner protests changes to zoning regulations when they sign a written document that explains why they are against the change. At the City, we call those written documents “petitions”.

In order for a protest to be valid, the City must verify that an affected property owner signed the petition. An affected property owner is someone whose property will be subject to the change or whose property is located within 200 feet of a property that will be subject to the change.

Here is an example of property that will be subject to the change:

Property that is zoned SF-1, SF-2, or SF-3.

A property that is located next door to a property that is zoned SF-1, SF-2, or SF-3.

If the City receives the minimum number of verified signatures against the proposed change, the City Council must approve the change by a three-quarters vote. Typically, this means that the change must receive 9 votes. However, if a Council Member must recuse, it could require fewer votes to obtain a three-fourths majority. An absence or abstention does not reduce the number of votes required.

Reaching the minimum number of verified signatures against a proposed change can happen in two ways:

Owners of 20% of the area of lots or land covered by the proposed change submit verified signatures.

OR

Owners of 20% of the area of lots or land within 200 feet of the area covered by the proposed change submit verified signatures.

Am I eligible to protest?

Under State Law, **only property owners** have the right to protest changes to zoning regulations. You are eligible to sign a petition if you own property that will be covered by the proposed changes or if you own property within 200 feet of property that will be covered by the proposed changes. You can use the City's [Property Profile](#) website to find the zoning on your property and other properties in the city.

How do I file a protest?

- 1. Download and print the petition template at the end of this document.**
- 2. Fill out the petition according to the instructions below.**
- 3. Mail or hand deliver the petition to the City of Austin Planning Department.**

Mailing instructions:

Please mail your petition to the following address:

**City of Austin, Planning Department
ATTN: Jordan Feldman
P.O. Box 1088
Austin, Tx 78767**

Delivery instructions:

Please deliver your petition to the **City of Austin Permitting and Development Center (PDC) at 6310 Wilhelmina Delco Dr, Austin, Tx 78752**. Drop off the petition at the front desk, located on the first floor of the building. The front desk will also have printed copies of this petition form that you may fill out in person. Visit the [Permitting and Development Center](#) website for business hours, a building map, and directions.

Please note that PDC front desk workers will not be able to answer questions about the petition process. Please direct these questions to Planning Department staff at LDCupdates@austintexas.gov or (512) 974-7220.

How do I fill out the petition form?

1. **Fill in the boxes next to each zoning regulation that you oppose.** You may protest one, some or all of the proposed changes to be considered at the public hearings in a single petition. You may also write your own protest statement in the “other” box.
2. **Briefly state the reasons for the protest.**
3. **Include the following information:**
 - The date the petition was signed
 - The property owner’s phone number and email
 - The property owner’s signature in black or blue ink
 - The property owner’s printed name
 - The address of the affected property or property within 200 feet of the affected property

You may fill out the petition by:

- **Writing in black or blue ink**
- **Typing (with the property owner’s signature written in ink)**

What else do I need to know?

Petitions must be submitted no later than Dec. 6, 2023, at 4:45pm. You are, however, encouraged to submit your petition earlier to assure that validation occurs in a timely manner. Mailed petitions should be mailed at least 7 business days prior to the Dec. 7, 2023, City Council hearing in order to ensure that they arrive prior to the deadline. **The City does not accept petitions via email or any other form of electronic submission.** To ensure that your petition is submitted with all the necessary information, the City does not recommend using a third-party website to submit a petition.

City staff must verify the property owner information provided in each petition with county appraisal districts records. If there has been a recent sale of the property, the current owner may not be shown in appraisal district records; if this is the case, please provide a copy of the deed or closing statement with the petition to establish ownership. If a protester signs for someone other than the owner of record, a Power of Attorney should accompany the petition.

Condominium projects may protest the rezoning if the petition is signed by the appropriate officer of the governing body of the condominium. An individual condominium owner shall not be included when calculating the petition unless the documents governing the condominium clearly establish the right of an individual owner to act with respect to his or her respective undivided interest in the common elements of the condominium.

If you need additional information or assistance concerning petitions, please contact the Planning Department at LDCupdates@austintexas.gov or (512) 974-7220.

P E T I T I O N

Date: _____

Phone number: _____

Email: _____

To: Austin City Council

Check one or more of the boxes:

<input type="checkbox"/>	I/We, the undersigned owner(s) of property affected by the proposed changes to zoning regulations described in the notice provided, do hereby protest against any change of the Land Development Code which would allow three housing units on properties zoned single-family.
<input type="checkbox"/>	I/We, the undersigned owner(s) of property affected by the proposed changes to zoning regulations described in the notice provided, do hereby protest against any change of the Land Development Code which would allow occupancy of tiny homes and recreational vehicles on properties zoned single-family.
<input type="checkbox"/>	I/We, the undersigned owner(s) of property affected by the proposed changes to zoning regulations described in the notice provided, do hereby protest against any change of the Land Development Code which would revise regulations that apply to properties with two housing units.
<input type="checkbox"/>	I/We, the undersigned owner(s) of property affected by the proposed changes to zoning regulations described in the notice provided, do hereby protest against any change of the Land Development Code which would remove restrictions on the number of unrelated adults in a housing unit.
<input type="checkbox"/>	I/We, the undersigned owner(s) of property affected by the proposed changes to zoning regulations described in the notice provided, do hereby protest against any change of the Land Development Code which would _____ _____.

(STATE REASONS FOR YOUR PROTEST)

Address[illegible]

Signature

Printed NameAddress[illegible]

Signature

Printed NameAddress[illegible]

(STATE ADDITIONAL REASONS FOR YOUR PROTEST, IF ANY)