

**RE-ZONING PROCEDURE
OUTLINE AND APPLICATION
Codified Ordinance Section 1139.06**

This application is used to request consideration for the re-districting/re-zoning of a property. Prior to the submission of an application, a **meeting with the Planning & Zoning Department is required for review of the proposed re-districting/re-zoning.**

The completed application will be submitted to the Planning & Zoning Department along with the non-refundable application fee of \$250.00. The following is an estimated timeline of the process from Planning Commission to City Council.

1. Completed application, documentation, and fee submitted to the Planning & Zoning Department.
2. Application will be placed on the next regular meeting agenda of the Planning Commission. The Planning Commission *may* hold a Public Hearing for this application. The Public Hearing could be held at this meeting or the Planning Commission may set a date for a Public Hearing at a future meeting.
3. Public Hearings require: Legal Notice to be published at least 10 days prior to the Public Hearing Date. If the application intends to rezone/redistrict ten (10) or less parcels of land, notifications will be mailed to properties within 100', contiguous to, and directly across the street from such parcel proposed to be rezoned, at least twenty (20) days before the Planning Commission Public Hearing Date.
4. Planning Commission will hold the Public Hearing and then make their recommendation on the rezoning request.
5. Report and recommendation will be provided to City Council at their (City Council's) next regularly scheduled meeting; City Council will set a Public Hearing Date.(at least thirty (30) days from their receipt of Planning Commission's recommendation)
6. City Council will hold the Public Hearing and then take final legislative action (Ordinance).

**CITY OF HURON
APPLICATION TO RE-DISTRICT PROPERTY**

Date : _____

Property Owner: _____

Address: _____

City, State, Zip: _____

Email Address: _____

Address of Property to be Rezoned:

Parcel Number: _____

Applicant: (Name & Address - if different from the property owner)

Current Zoning District of Subject Property:

R-1 ☐ R-2 ☐ R-3 ☐ B-1 ☐ B-2 ☐ B-3 ☐

I-1 ☐ I-2 ☐ Other: _____

Explain the reason that re-districting/re-zoning is being
requested: _____

Proposed Zoning District of Subject Property:

R-1 ☐ R-2 ☐ R-3 ☐ B-1 ☐ B-2 ☐ B-3 ☐

I-1 ☐ I-2 ☐ Other: _____

Was a re-zoning request ever submitted for this property? No ___ Yes ☐: Date _____

Is the applicant represented by legal counsel? Yes ☐ No ☐

If Yes, Counsel's Name and Address: _____

Contact Number and Email _____

The following must be attached to this application:

1. A survey and legal description of the property.
2. A map of the subject property (maximum size 11" x17")
3. A map of the subject property in relation to the adjoining properties.(max size 11" x 17")
4. A complete list of the names and current addresses of all property owners within 100' of the exterior boundaries of the subject property.
5. A PDF of the completed application packet with all the above to be submitted via email to zoning@huronohio.us
6. A \$250.00 non-refundable application fee, made payable to the City of Huron. (Section 1321.12 (c))

APPLICANT NAME(Print): _____

APPLICANT SIGNATURE: _____

PROPERTY OWNER NAME (Print): _____

PROPERTY OWNER SIGNATURE: _____

(Required)

DO NOT WRITE BELOW THIS LINE

Date Completed Application Received: _____

Zoning Department Representative: _____

Date to Planning Commission: _____