



Application for Zoning Change

Applicant Name: _____

Address: _____ City: _____

State: ____ Zip: _____

Telephone: _____ Cell Phone: _____

Email: _____

Agent Name: _____

Address: _____ City: _____

State: ____ Zip: _____

Telephone: _____ Cell Phone: _____

Email: _____

Property Address (Es): _____

Current Zoning: _____

Proposed Zoning: _____

Current/Most Recent Property Use: _____

Proposed Use: _____





The application will be evaluated using the standards of Sec. 114-154 of the Municipal Code, (below). Please use the space to justify and explain how your proposal addresses these conditions; use an additional sheet if necessary.

(a) The plan commission shall submit recommendations to the common council within 60 days of receipt of the application for amendment. Extension of this time period may be allowed by mutual consent of applicant and plan commission. Where the purpose and effect of the proposed amendment is to change the zoning classification of a particular property, the plan commission shall make findings based upon the evidence presented to it in each specific case with respect to, but not limited to, the following matters:

1) Existing uses of property within the general area of the property in question;

2) The zoning classification of property within the general area of the property in question;

3) The suitability of the property in question to the uses permitted under the existing zoning classification;

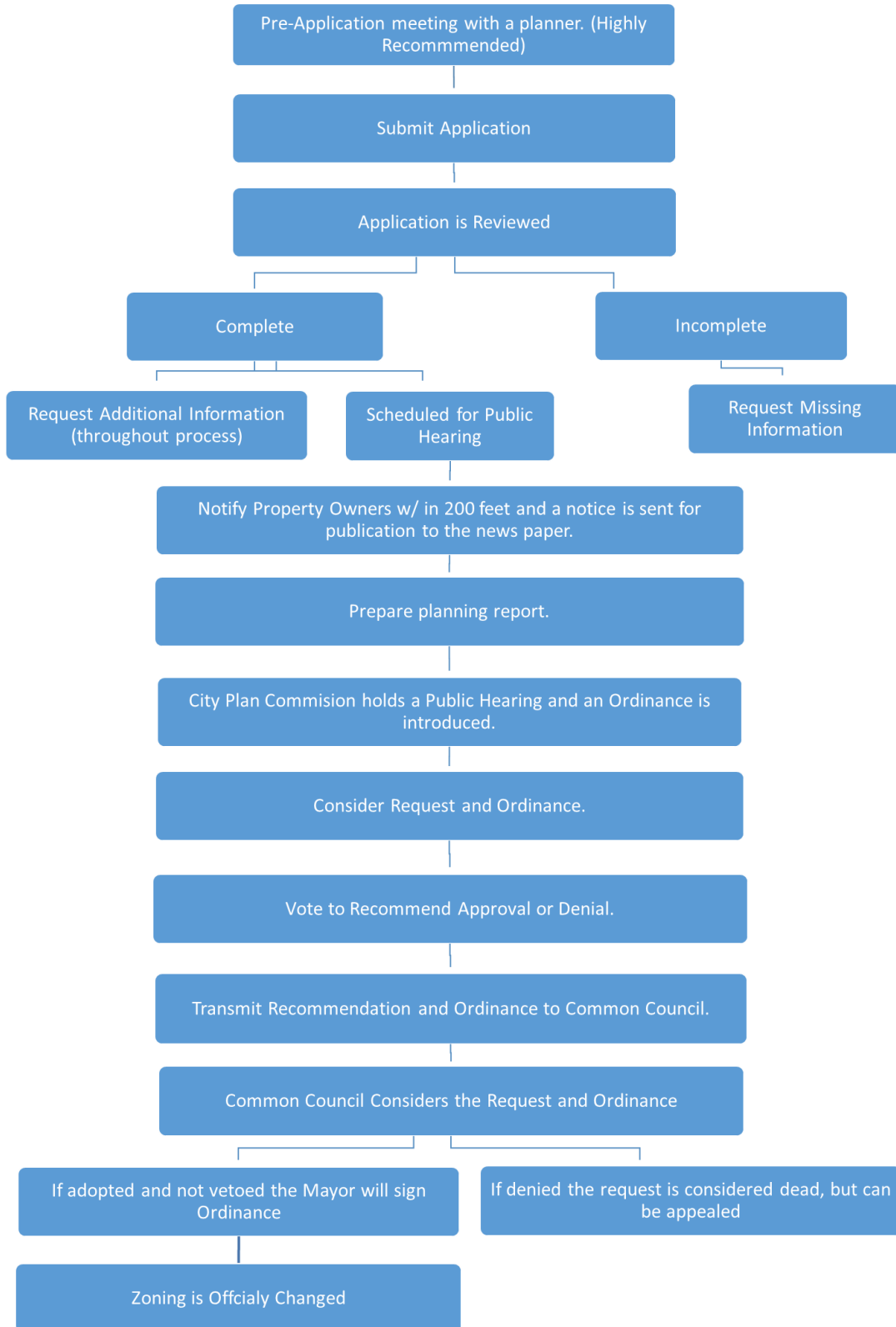
4) The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place in its present zoning classification; and

5) The objectives of the current land use plan for the city.

(b) The plan commission shall not recommend the adoption of a proposed amendment unless it finds that the adoption of such amendment is not detrimental to the public interest. The plan commission may recommend the adoption of an amendment changing the zoning classification of the property in question to any higher classification than that requested by the applicant. For the purpose of this subsection, the R1 district shall be considered the lowest classification.



Application Review Process





If the required supplemental materials, which constitute a completed application, are not submitted, the application will not be processed.

Required Submittal Format

1. An electronic submission via email/USB drive/CD/Download link; and
2. One (1) paper copy, no larger than 11” x 17” size.

Required Submittal Item	Applicant Submitted	City Received
1. Zoning Change Application		
2. Written description of project, including: <ol style="list-style-type: none"> a. Hours of operation b. Anticipated delivery schedule c. Maintenance plan d. General use of the building and lot 		
3. Zoning Analysis Table <ol style="list-style-type: none"> a. Land area (in acres and square feet) b. Building area (in square feet) c. Setbacks (required yards in feet) d. Floor Area Ratio (building area divided by lot area) e. Lot Coverage (building footprint divided by lot area) f. Height of all buildings and structures g. Percentage of greenspace (landscaped areas divided by lot area) h. Parking spaces 		
4. Review Fee		

Acknowledgement and authorization signatures

The signature(s) hereby certify that the statements made by myself and constituting part of this application are true and correct. I am fully aware that any misrepresentation of any information on this application may be grounds for denial of this application.

Owner Signature (acknowledgement and authorization): _____ Date: _____

Applicant Signature (acknowledgement): _____ Date: _____

