

Application No. _____

Fee \$ _____

VILLAGE ZONING CHANGE
HOWARD COUNTY

1. Applicant/Owner: _____
Address: _____
City, St., Zip Code: _____
Phone: _____

2. Legal Description of Property: _____
Subdivision _____

3. Present Use of Property _____

4. Proposed Use of Property _____

5. Adjoining Property Use: North _____ South _____
East _____ West _____

6. If change is granted, how will it affect all adjoining properties? _____

7. Reason for request: _____

8. Additional Data or Comment: _____

9. Present Zoning _____ Proposed Zoning _____

Applicant/Owner Signature

Date Received _____

PLANNING COMMISSION

DATE _____ APPROVED _____ DISAPPROVED _____

Chairman, Planning Commission

VILLAGE BOARD

DATE _____ APPROVED _____ DISAPPROVED _____

Chairman, Village Board

Make checks payable to Howard County Treasurer.

Section 1. PROCEDURES

The Village Board may from time to time supplement, change or generally revise the boundaries or regulations contained in these zoning regulation by amending procedures set below.

1. _____ An applicant shall submit a request for a zoning change applications and the applicant must be the land owner.
2. _____ Pay the fees, if any.
3. _____ If the applicant is the Village Board or the Planning & Zoning Commission, then only a public notice of the public hearing is required.
4. _____ Notification must be sent to the adjoining property owners, (or within 300 feet) of the public hearing for the rezoning request. (updated 3-6-2012)
5. _____ Notice must be published 10 days prior to the public hearing, bother for the P & Z meting and the Village board. Both time periods can run simultaneously.
6. _____ the area being rezoned must have exact legal descriptions.
7. _____ After the rezoning has been approved by the Village Board, the changes should be submitted to the Planning and Zoning Consultants for a map revision. The revised map then must be presented back to the Village Boards and County Commissioners' for official recognition as the County Zoning map and the official map then is filed with the County Clerk's office.

REMINDER:

If a zone change is within (3) three miles of city/village limits. A notice must be sent to chair-person of the affected village/city. (See State Laws page 7-10)