

INSTRUCTION SHEET - REZONE

The attached forms must be completed to apply for rezoning of property within the jurisdiction of the Plan Commission of the City of Seymour, Indiana. Attached are the following forms:

1. PETITION TO REZONE REAL ESTATE: One (1) executed copy of the application must be filed at least fifteen (15) days prior to the date of the hearing. A "Site Plan" must be attached to each application. **If the Petition to Rezone is for something other than a rezoning to RS, RS-1, or RS-2, then a Development Plan must also accompany the petition.**

2. NOTICE OF PUBLIC HEARING ON PETITION TO REZONE: One (1) copy must be submitted at the time of filing. After approval, the original will be returned for submission to the newspaper. The cost of publication of the "Notice of Public Hearing" is the responsibility of the applicant. "Proof of Publication" must be furnished to the Secretary of the Plan Commission. A public hearing, as prescribed by law, requires an insertion of legal advertisement at least ten (10) days prior to the date of the hearing.

3. AFFIDAVIT OF PROOF OF SERVICE: The "Notice of Public Hearing" must be mailed at least ten (10) days prior to the date of the hearing to **at least 2 property owners other than the petitioner in all directions from the perimeter of the subject property and the owners of any subject property who are not petitioners.** If the owner of the real estate is not the applicant, notice must be given to any such owner who does not expressly waive such notice, in writing. Persons owning land across streets, alleys, and corners, as well as others sharing a common boundary are considered interested parties and the Applicant is required to mail the Notice of hearing to these land owners. A completed and signed "Proof of Mailing Notices to Interested Parties" form must be delivered to the Plan Commission office for placement in the file no later than 4:00 P.M. local time on the day of the public hearing.

State of Indiana)
) SS:
County of Jackson)

Before the Plan Commission
of the City of Seymour

Annual Term: 20 _____

In the Matter of the
Application of

Case #: _____

Date Filed: _____

_____ to Rezone Real Estate within the
jurisdiction of the Plan Commission
of the City of Seymour, Indiana

Case Date: _____

Phone #: _____

PETITION TO REZONE REAL ESTATE

The Petitioner(s) hereby submit(s) the following application to rezone real property within the jurisdiction of the Plan Commission of the City of Seymour, Indiana. The Petitioner(s) state(s) the following:

1. Name of Applicant: _____
2. Address of Applicant: _____
3. Applicant's Relationship to Real Estate Affected: _____
4. Name of Owner of Real Estate affected if different from Applicant: _____
5. Premises Affected and Location: _____
6. Legal Description of Premises: _____

7. Site Plan: Attach to Petition
8. Plot Size: _____
9. Fronting on: _____
10. Nature & Size of Existing Improvements: _____
11. Present Zoning Classification: _____

12. Requested Zoning Classification: _____

13. The following reason(s) exist(s) for the request to rezone: _____

WHEREFORE, the Petitioner(s) respectfully request(s) the Plan Commission of the City of Seymour approve this application and make its report and recommendation to the Common Council of the City of Seymour for final determination.

PETITIONER

I affirm that the above information is true to the best of my knowledge and belief.

PETITIONER

State of Indiana)
) SS:
County of Jackson)

Before the Plan Commission
of the City of Seymour

Annual Term: 20 _____

In the Matter of the
Application of

Case #: _____

Date Filed: _____

_____ to Rezone Real Estate within the
jurisdiction of the Plan Commission
of the City of Seymour, Indiana

Public Hearing Date: _____

NOTICE OF PUBLIC HEARING ON PETITION TO REZONE

The Plan Commission of the City of Seymour, Indiana will hold a public hearing on the _____ day of _____, 20____ at 7:00 p.m. at City Hall, 301-309 N. Chestnut Street, Seymour, Indiana on a "Petition to Rezone Real Estate" within the jurisdiction of the Plan Commission. A copy of the petition is on file and available for review at the Department of Planning & Zoning of the City of Seymour, Indiana.

The hearing is open to the public, all adjoining property owners, and any other interested person. Interested persons may appear and offer comments on the petition during the hearing. Any person who chooses to submit written comments or objections may do so at the Department of Planning & Zoning, 301-309 N. Chestnut Street, Seymour, Indiana before 4:00 p.m. on the day of the hearing.

The name of the applicant is _____ and the owner is _____
_____. The affected real estate address is _____
and fronts on _____. The present zoning classification is _____
which is _____, and the requested zoning classification
is _____ which is _____.

The applicant has requested a rezoned for the real estate because _____

The legal description of the real estate affected is as follows: _____

This notice is provided pursuant to Title 5 and 36 of the Indiana Code and Section 10 of the Municipal Code of the City of Seymour, Indiana.

Jeremy Gray, Secretary
Seymour Plan Commission

State of Indiana)
) SS:
County of Jackson)

Before the Plan Commission
of the City of Seymour

Annual Term: 2015

In the Matter of the
Application of

Case #: P.C.-

Date Filed:

to Rezone Real Estate within the
jurisdiction of the Plan Commission
of the City of Seymour, Indiana

Case Date:

PROOF OF MAILING NOTICES TO INTERESTED PARTIES

The undersigned hereby certifies that notice of a public hearing before the Seymour Plan Commission to consider a "Petition to Rezone", Case # P.C. _____, was mailed to the last known address of each of the following interested parties:

and that said notices were sent via regular mail via the U.S. Postal Service on the _____ day of _____, 20____, being at least ten (10) days before the date of the public hearing.

Dated: _____

Applicant