



City of Centerville Rezoning Application

100 West Spring Valley Road, Centerville, Ohio 45458
Phone: (937) 433-7151 Fax: (937) 433-8221
E-mail: planning@centervilleohio.gov
www.centervilleohio.gov

Application No. _____

Date Received _____

1. General Information

Applicants Name: _____

Company/Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Fax No.: _____ E-Mail: _____

2. Area to be Rezoned

Property Address: _____

Auditors Parcel ID No.: _____ County: _____

Existing Zoning District: _____

Proposed Zoning District: _____

Area sought to be rezoned: (Acres or Sq. Ft.) _____

Existing Use: _____

Proposed Use if Rezoned: _____

Please call (937) 433-7151 ext. 4760 to schedule an appointment or if you have any questions regarding this application.

Departmental Use Only

FEES	PLANNING COMMISSION	REVIEW	DECISION RENDERED
Application Fee: _____	PUBLIC HEARING	<input type="checkbox"/> Administrative	<input type="checkbox"/> Approved
Parkland Fee: _____	NOTICE POSTED	<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Approved with Conditions
Other Fee: _____	_____ (date)	<input type="checkbox"/> Bd. of Arch. Review	<input type="checkbox"/> Denied
TOTAL FEE: _____	CITY COUNCIL	<input type="checkbox"/> City Council	Date: _____
	PUBLIC HEARING		_____ Signature
	NOTICE POSTED		
	_____ (date)		

3. Property Owner Information

Property Owner 1 Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ E-Mail: _____

Property Owner 2 Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ E-Mail: _____

4. Applicant Signature

I understand that approval of this application does not constitute approval for any administrative review, conditional use permit, variance, or exception from any other City regulations which are not specifically the subject of this application. I understand further that I remain responsible for satisfying requirements of any private restrictions or covenants appurtenant to the property.

I certify that I am the applicant and that the information submitted with this application is true and accurate to the best of my knowledge and belief. I understand that the City is not responsible for inaccuracies in information presented, and that inaccuracies may result in the revocation of this zoning certificate as determined by the City Planner. I further certify that I am the owner or purchaser (or option holder) of the property involved in this application, or the lessee or agent fully authorized by the owner to make this submission.

I certify that statements made to me about the time it takes to review and process this application are general. I am aware that the City has attempted to request everything necessary for an accurate and complete review of my proposal; however, that after my application has been submitted and reviewed by City staff, it may be necessary for the City to request additional information and clarification.

I hereby certify, under penalty of perjury, that all the information provided on this application is true and correct.

Signature of Owner or Authorized Agent

Date

Departmental Use Only

Application Status

RECOMMENDED

By: _____

- As Submitted
- With Conditions

Date

By: _____

- As Submitted
- With Conditions

Date

APPROVED

By: _____

- As Submitted
- With Conditions
(See Attachment)

Date

5. Submittal Requirements

The following items are required for ALL applications unless otherwise noted. Each and every item is required at the time of application submittal. APPLICATIONS WITH MISSING ITEMS WILL NOT BE ACCEPTED. The City reserves the right to require additional plans and information as needed for any development proposal.

1. Basic Application for Zoning Certificate Review

This application form must be signed and completed. Original signatures or clear & legible copies are required.

2. Auditor's Parcel Map

Available at the Greene County Auditor's Office, 69 Greene St., Xenia – www.co.greene.oh.us
Montgomery County Auditor's, Office 451 W. Third St., Dayton – www.mcrealestate.org

3. Rezoning Map

- Location and dimensions of all property boundaries and easements.
- Location and dimensions of all existing zoning districts on the property and adjacent to the property.
- Location and dimensions of all proposed zoning districts
- Six (6)** stapled and folded sets of full-sized plans for all other applications.
 - Fold plans to 9" x 12" maximum size. Plans should be on sheets no greater than 24" x 36".
 - Include north arrow, date prepared and scale.
 - Acceptable drawing scales are: 1" = 20', 40', or 60' for all plans. Other scales may be appropriate, but should be discussed with Planning Department staff before filing.
 - Include the name, phone number and e-mail address of the person preparing the plan(s). As appropriate or required include the signature/stamp of any licensed architect, landscape architect, surveyor and/or civil engineer that prepared the final plans.
- Ten (10)** additional sets in a reduced format with a paper size not to exceed 11" x 17".
- One (1)** additional set provided in .PDF digital format on a CD or DVD for any commercial, mixed-use, multi-family, or major subdivision project.

4. Narrative Statement

- The applicant must provide narrative statements establishing and substantiating the justification for the variance pursuant to Section 5.07C as stated below:
 - That the zoning district classification and use of the land will not materially endanger the public health or safety;
 - That the proposed zoning district classification and use of the land is reasonably necessary for the public health or general welfare, such as by enhancing the successful operation of the surrounding area in its basic community function or by providing an essential service to the community or region;
 - That the proposed zoning district classification and use of the land will not substantially injure the value of the abutting property;
 - That the proposed zoning district classification and use of the land will be in harmony with the scale, bulk, coverage, density, and character of the area the neighborhood in which it is located;
 - That the proposed zoning district classification and use of the land will generally conform with the Create the Vision Comprehensive Plan and other official plans of the City;
 - That the proposed zoning district classification and use of the land are appropriately located with respect to transportation facilities, utilities, fire and police protection, waste disposal, and similar characteristics; and
 - That the proposed zoning district classification and use of the land will not cause undue traffic congestion or create a traffic hazard.

5. Property Owner Names and Mailing Addresses

- The applicant shall provide a list of names and mailing addresses for all property owners within 500 feet of any property line of the area to be rezoned. The list for labels shall be submitted as a hard copy and also in digital format. The list may be on the same CD or DVD as the map.
- The applicant shall provide a map showing all properties within 500 feet of any property line of the area to be rezoned referencing the property owner list.

6. Fees (all fees are due at the time of application submittal)