

PROCEDURE FOR A ZONING AMENDMENT

A Zoning Amendment or a Zoning Map change may be initiated by:

- a. A Village Property Owner
 - b. A Tenant
 - c. A Village Resident
 - d. An Ordinance of Village Council
 - e. Adoption of a Motion by the Village Planning Commission
1. A Village Zoning Amendment Application is submitted by a property owner, tenant, or resident to Village Council, or a written request is provided by the planning Commission to Village Council. Village Council then reviews the request and forwards it to the Village Planning Commission.
 2. As required by the O.R.C., within thirty days after receiving the proposed amendment, the Village Planning Commission must provide a recommendation to Village Council. This recommendation must be either the Planning Commission's approval, disapproval, or modification of the proposed amendment.
 3. Upon receipt of the Planning Commission's recommendation Village Council is required to do the following:
 - a. Set a time for a Public Hearing. Council shall give a minimum of thirty days notice of the time and place of the hearing in a newspaper of general circulation in the municipal corporation.
 - b. Have an Ordinance prepared which reflects the recommendation of the Planning Commission.
 - c. If the Ordinance intends to rezone or redistrict ten or less parcels of land, as listed on the County Tax Duplicate, a written notice of the Hearing shall be mailed by the Clerk of Council, by first class mail at least twenty days prior to the date of the of the Public Hearing, to the owners of property within and contiguous and directly across from the affected parcels. The addresses used will those appearing on the County Auditor's property tax list or the Treasurer's mailing list, and to such other list or lists that may be specified by Village Council. The failure of delivery of such notice shall not invalidate any such ordinance or resolution.
 - d. During the above thirty days the text or copy of the text of such ordinance or resolution, together with the maps or plans or copies thereof forming part of or referred to in such ordinance or resolution and the maps, plans, and reports submitted by the Planning Commission, Board, or Officer shall be on file for public examination in the Office of the Village Clerk or in such office designated by the Village Council.
 4. No such ordinance or resolution which violates, differs from, or departs from the plan or report submitted by the Village Planning Commission shall take effect unless passed by or approved by not less than three-fourths of the membership of Village Council. An ordinance or resolution which is in agreement with the plan or report submitted by the Village Planning Commission shall require a simple majority vote for approval.
 5. Once the amendment is adopted by Village Council by Ordinance or Resolution, it becomes law in thirty days from the date of adoption, unless it was approved as emergency legislation.
 6. Once a request for a zoning amendment is denied, the applicant may resubmit another request. Such a second request should be accompanied by new evidence, facts, or figures not presented in relation to the original request. In the event there is no new evidence or substantial change in the condition originally considered by the Village Planning Commission or Village Council, the applicant may still resubmit his request, but it is highly unlikely that there would be any change in the final decision. The mere submission of the request, or change in the ownership of the property in question, is not considered sufficient reason for a zoning change.