



**CITY OF WESTERVILLE  
PLANNING COMMISSION**

**REZONING APPLICATION**

1. ADDRESS OF PROPERTY FOR REZONING \_\_\_\_\_

2. COUNTY AUDITOR'S PARCEL NUMBER(S) \_\_\_\_\_

3. PROPERTY OWNER: NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

4. APPLICANT: NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

INTEREST IN PROPERTY \_\_\_\_\_

5. CURRENT ZONING DISTRICT OF PROPERTY \_\_\_\_\_

6. PROPOSED ZONING DISTRICT OF PROPERTY \_\_\_\_\_

7. CURRENT USE OF PROPERTY \_\_\_\_\_

8. DESCRIBE PROPOSED USE OF PROPERTY IF REZONING IS GRANTED

\_\_\_\_\_  
\_\_\_\_\_

**PLEASE READ INSTRUCTIONS AND ADDITIONAL SUBMISSION REQUIREMENTS  
ON REVERSE SIDE BEFORE SIGNING. ALL LISTED ITEMS MUST BE PROVIDED FOR THE APPLICATION TO BE  
COMPLETE. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT / DATE

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER / DATE

**(ALL MATERIALS [EXCEPT THE APPLICATION FEE] SHOULD BE SUBMITTED IN A DIGITAL FORMAT. HARD COPIES MAY BE REQUESTED ON A CASE-BY-CASE BASIS.)**

**Additional information required for processing this application includes:**

1. Payment of an application fee of \$750.00 as per Section 1109.02(a) of the Codified Ordinances and the Fee Schedule adopted by City Council.
2. A current and accurate legal description of the property in question.
3. A list of names and mailing addresses of all property owners within, contiguous to and directly across the street(s) from the area or property to be rezoned.
4. A statement of the relation of the proposed change or amendment to the general welfare of the community, to appropriate plans for the area, and to the changed or changing conditions influencing the request to rezone.
5. Scaled drawings that show the following: property lines, streets, existing and proposed utility service, existing and proposed zoning, existing and proposed buildings, including drive and parking areas, walkways, open space areas, watercourses, wooded areas, and whatever additional items are required by the Planning Commission. The vicinity map shall also depict all land within 300 feet of the boundaries of the area to be zoned.
6. Any deed restrictions, easements, covenants and encumbrances to be used to control the use, development, and maintenance of land, and proposed uses, shall be fully denoted by text and map.
7. An estimate of utility needs of the proposed use of the area being considered for rezoning, to include sewer, water, refuse, and electricity demand. In addition, an estimate of potential traffic generation for the proposed uses may be required.
8. A one-paragraph summary that highlights the purpose and details of the proposal.

Regular Planning Commission meetings are held on the fourth (4th) Wednesday of each month at 6:30 P.M. in Council Chambers at 21 South State Street unless otherwise noted. Applications must be filed no later than 5:00 P.M. at least two days before the previous month's meeting date (approximately 30 days in advance).

Revised: April 30, 2021