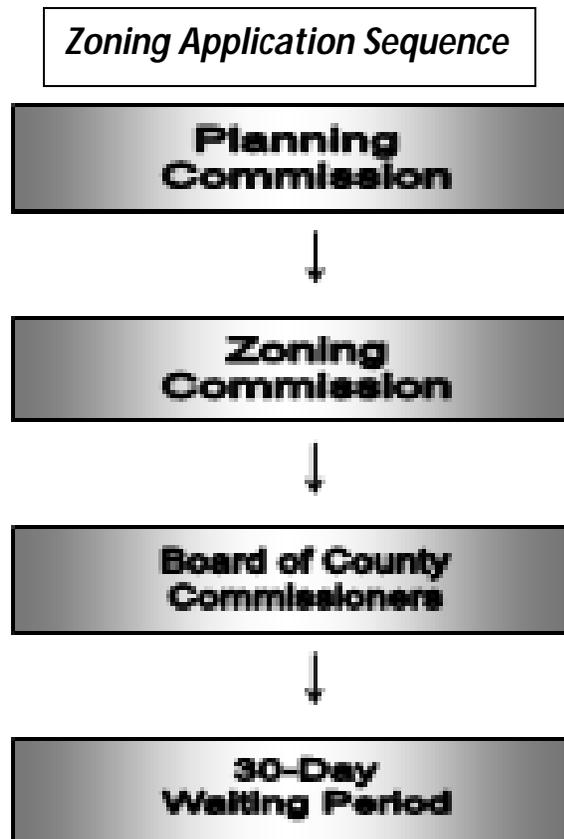


THE ZONING MAP AMENDMENT PROCESS

Frequently for development of property to occur it will need to be “re-zoned”. The intent of the zoning process is to ensure that your rights to utilize your property are protected. Zoning also benefits the public’s health, safety and welfare. The rezoning process is explained below



In order to apply for rezoning the applicant must furnish the following: (1) a copy of the preliminary Public Health report form (for residential development) or Ohio EPA letter of approval or preliminary evaluation (for commercial development) and (2) a detailed site plan.

A \$425.00 filing fee is required as legal notices must be published. If accepted, the application will be scheduled for three public hearings. Written notice of the meeting will then be sent to all adjacent property owners. There is a cut-off date near the end of the month for the following month’s public meetings. Please see the monthly calendar on our website for these dates.

Upon acceptance of the zoning application it will be reviewed by the Planning Commission (3rd Tuesday of each month at 7:00 p.m.), the Zoning Commission (4th Tuesday of each month at 7:00 p.m.) and lastly the County Commissioners. This final hearing will be held within 30 days of the Zoning Commission hearing.

If your request is approved by the County Commissioners, a 30-day waiting period is required by state law before the zoning becomes effective. If your request is not approved by the County Commissioners, you may refile after a one year waiting period from the time of application.

ZONING MAP AMENDMENT CHECKLIST

1. Consult with local agencies or county township offices: Is the lot suitable for development with regard to zoning, soils, flood plain, utilities and/or groundwater resources?
2. Apply for preliminary Miami County Public Health approval for site if planning an on-site sewage disposal system.
3. Develop an accurate site plan showing all proposed dimensions and features.
4. Apply for zoning map amendment (bring Public Health / or EPA approval form and an accurate site plan).
5. Attend Planning Commission hearing (3rd Tuesday of each month at 7:00 p.m.), Zoning Commission hearing (4th Tuesday of each month at 7:00 p.m.) and County Commissioners Public Hearing (date to be determined).
6. Once the rezoning has become effective you can file the survey with the County Engineer’s Office, Public Health Department and the Department of Development for final review and approval.
7. Submit survey drawing and minor subdivision approval form to the Public Health and Department of Development for review.