



CITY OF HUNTINGTON

Community Development & Redevelopment

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COMPREHENSIVE PLAN AMENDMENT APPLICATION

Docket No: PC- - Receipt:
Hearing Date: Filed:

1. APPLICANT

Name:
Address:
Phone: Fax:

2. REQUEST

Type: Text Amendment Future Land Use Map Amendment (Please submit a map)

Description of Amendment:
[Multiple blank lines for description]

I understand that this request can only be granted upon determining that all applicable criteria has been satisfied. I understand that it is my responsibility to provide the information and evidence necessary in support of this request. I have read and understand all application, submission, code and statutory information and requirements. The above information and any submitted evidence, to my knowledge, are true and accurate.

Applicant Signature Printed Name Date

FINAL DECISION

Plan Commission: Consideration of Amendment Request
Date: Pursue Do Not Pursue

Plan Commission: Public Hearing & Recommendation
Date: Favorable Unfavorable No Recommendation

Common Council:
1st Reading: Date: Approved Denied

COMPREHENSIVE PLAN AMENDMENT INFORMATION

What is a Comprehensive Plan Amendment?

Any change in the adopted Comprehensive Plan. From time to time, even the most carefully crafted Comprehensive Plan may need to be updated in order to better serve the needs of the community. Typically, amendments are in the form of additions, deletions, and/or revisions to particular subsections or changes to the Future Land Use Map.

General Information

In accordance with IC 36-7-4-511(b), amendments to the Comprehensive Plan may only be initiated by the Plan Commission or legislative body. Therefore, citizen requests to amend the Comprehensive Plan that are submitted to the Plan Commission must first receive a majority vote of the Plan Commission to undertake such consideration. The applicant is encouraged to review IC 36-7-4-500 series regarding Comprehensive Plans; the Comprehensive Plan, the Rules of Procedure adopted by the Plan Commission and the following:

1. The Plan Commission shall make recommendations to the legislative body concerning Comprehensive Plan amendments.
2. All actions of the Plan Commission are governed by IC 36-7-4-400 series and the Zoning Code.
3. The Rules of Procedure of the Plan Commission govern the actions of the Commission, including how notice is provided to interested parties and how the public hearing is conducted.
4. In the presentation of a case, the burden shall be upon the petitioner to supply all information. The Plan Commission may continue the hearing or deny the petition when, in its judgment, the petitioner has not provided sufficient information or evidence to make a determination.
5. If the petitioner or the authorized agent for the petitioner fails to appear at the hearing to present and represent the application, the Plan Commission may continue or withdraw the application.
6. In accordance with IC-36-7-4-1016, approval or denial of this type of petition is considered a legislative act and is not subject to judicial review.

Approval Process

1. An application for Comprehensive Plan amendment is submitted to the Department and the matter is presented to the Plan Commission for a determination on whether it desires to formally consider the request.
2. If the Plan Commission decides to act, one (1) or more public hearings are scheduled.
3. The Department issues legal notice of the public hearing in accordance with the Rules of Procedure.
4. The Plan Commission holds a public hearing and issues a recommendation to the legislative body.
5. After the Plan Commission issues a recommendation, that recommendation is certified to the legislative body.
6. The Department prepares a resolution and that resolution is voted on by the legislative body as follows:
 - A. If the legislative body adopts the amendment:
 1. The amendment takes effect and a copy of the amendment is placed on file with the County Recorder.
 - B. If the legislative body adopts a resolution to reject or amend the resolution, it shall be returned to the Plan Commission with a written statement of the reasons for the Plan Commissions consideration:
 1. The Plan Commission has sixty (60) days in which to consider the reject or amendment and file a report with the legislative body.
 2. If the Plan Commission approves of the amendment, it takes effect as of the date of filing of the report.
 3. If the Plan Commission disapproves, the action of the legislative body on the original rejection or amendment stands only if confirmed by another resolution of the legislative body.
 4. If the Plan Commission does not file a report with the legislative body within sixty (60) days, the action of the legislative body becomes final.