

City of Loveland
Building & Zoning Department
120 W. Loveland Ave.
Loveland, Ohio 45140
www.lovelandoh.com
O-513-683-0150
F-513-583-3032



**PLANNING & ZONING COMMISSION APPLICATION FOR ZONE CHANGE
SECTION 1115.04**

The following minimum documentation shall be submitted in order for your zone change to be processed.

- Applicant/Owner Name: _____
Address of Subject Variance: _____
Mailing Address of Applicant/Owner: _____
Telephone Number Work/Home: _____
- A survey of the property proposed to be re-zoned is required to be submitted by a person licensed in the State of Ohio to perform land surveys.
- The present use of the property.
- The present zoning district in which the property is located.
- The proposed use, to include any plans that the applicant has developed.
- The proposed zoning district which is being requested.
- A vicinity map at a scale not less than one (1) inch = 100 feet showing property lines, streets, existing and proposed zoning, existing use of all buildings and the principal use of the properties within 300 feet of such land.
- Zone change fee of \$100.00 is due at the time of submission.
- An affidavit shall be supplied by the applicant on or before the date of the public hearing. Said affidavit shall state that all property owners within 300 feet were notified of the zone change request and that required legal notice was properly published (proof of publication required), both were accomplished at least ten (10) days prior to the public hearing.

As the owner/applicant applying for the subject zone change, I hereby attest to the truth and exactness of all information which has been submitted.

Signature of Owner/Applicant: _____

Date: _____ Case Number: _____