

Map Amendment (Rezoning) & Text Amendment Application

Applicant Information				
Applicant Name (Indiv., Org. or Entity)		Authorized Representative		Title
Mailing Address		City	State	Zip Code
E-mail		Phone	Fax	
Landowner Information (if different than Applicant)				
Name (Organization or Entity)		Contact Person		Title
Mailing Address		City	State	Zip Code
E-mail		Phone	Fax	
Project or Site Location (if Map Amendment)				
Site Name (Project):			Location ID(s):	
Site Address / Location:			Plat / CSM / Lot No.:	
Quarter: ☐ NW ☐ NE ☐ SW ☐ SE	Section:	Township:	N	Range: E
Legal Description:				
Current Zoning:		Proposed Zoning:		
Current Uses:		Proposed Uses:		
Lot Dimensions: Front: Side: Rear: Side:		Lot Area: ☐ acres or ☐ square feet		
Reasons & Justification for Map Amendment (Rezoning) or Proposed Text Amendment				
Fees				
☐ \$400.00 (Payable to Village of Harrison)				
Certification & Permission				
Certification: I hereby certify that I am the landowner of the property which is the subject of this Application. I certify that the information contained in this form and attachments is true and accurate. I understand that failure to comply with any or all of the provisions of the ordinances and/or permit may result in notices, fines/forfeitures, stop work orders, permit revocation, and cease & desist orders. Permission: As the landowner of the property, I hereby give the permit authority permission to enter and inspect the property to evaluate this application, determine compliance with the ordinances, and perform corrective actions after issuing proper notice to the landowner.				
Applicant Signature			Date Signed	
Landowner Signature (required)			Date Signed	
OFFICE USE ONLY				
Date Complete		Fee Received \$		Receipt No:
Application Received:		Date Paid:		Taken By:

What is a Map Amendment (Rezoning)?

A Zoning District designation regulates the use, size, and development of a property. A Map Amendment is the process that changes the Zoning District designation from one District to another District. A Map Amendment changes the Official Zoning Map for the Village of Harrison.

Where do I Begin?

Consult with the Planner your proposal for a Map Amendment (Rezoning). Staff will discuss with you compliance with the Harrison Comprehensive Plan, zoning district uses, surrounding uses and possible nonconformities.

What is the Process?

1. Preliminary Consultation (recommended): The purpose of this meeting is to ensure that the applicant is aware of the requirements of the Map Amendment (Rezoning) process.
2. Informal Hearing (optional): The applicant may request an informal hearing before the Plan Commission to obtain preliminary feedback on the Map Amendment.
3. Submittal: The applicant shall submit a complete Map Amendment Application, signed by the property owner or his/her designee. A complete application includes a legal description of the property to be rezoned, the current and proposed zoning district, and applicable fees.
4. Public Hearing: Within 45 days of filing a complete application, the Plan Commission will hold a Public Hearing. Notice of the hearing will be sent to property owners within three hundred (300') feet of the subject property, the applicant, and adjacent municipalities. A notice of the Public Hearing is published in the newspaper for two (2) consecutive weeks prior to the Plan Commission meeting.
5. Plan Commission Action: At the Public Hearing, the Plan Commission will make a recommendation to the Village Board on the application.
6. Village Board Action: Within 30 days of the Plan Commission recommendation, the Village Board will approve, approve with modifications, deny the Map Amendment (Rezoning), or refer the application back to the Plan Commission.

Note: If the Plan Commission denies a Rezoning or if there is a protest against it, the Rezoning will not become effective except by a favorable vote of three-fourths of the Village Board voting. If the Village Board denies an application, the applicant may not resubmit for one year the same request.

What is the Final Action?

The approved Ordinance is published in the newspaper and upon publication the (Rezoning) is final.

Standards for Map Amendments (Rezoning). All recommendations for Official Zoning Map amendments shall be consistent with the adopted plans, goals, and policies of the Harrison Comprehensive Plan and with the intent of this Chapter.

1. Before recommending a proposed rezoning, the Plan Commission shall make a finding to determine if the following conditions exist. No rezoning of land shall be approved prior to finding at least one (1) of the following:
 - a. The request for a zone change is in conformance with the Harrison Comprehensive Plan.
 - b. A study submitted by the applicant that indicates that there has been an increase in the demand for land in the requested zoning district and as a result, the supply of land within the Village mapped as such on the Official Zoning Map, is inadequate to meet the demands for such development.
 - c. Proposed amendments cannot be accommodated by sites already zoned in the Village due to lack of transportation, utilities, or other development constraints, or the market to be served by the proposed use cannot be effectively served by the location of the existing zoning district(s).
 - d. There is an error in the code text or zoning map as enacted.
2. Any proposed rezoning not consistent with the Harrison Comprehensive Plan shall require a Future Land Use Map amendment and shall follow the process for amending the Comprehensive Plan prior to rezoning approval.