



APPLICANT: \_\_\_\_\_

ZONE CHANGE ADDRESS: \_\_\_\_\_

PVA PARCEL #: \_\_\_\_\_

DATE & TIME OF HEARING: \_\_\_\_\_

LOCATION: **The Energy Center  
City Council Chambers  
306 East Mount Vernon Street  
Somerset, KY 42501**

APPLICATION #: **ZC 2019-** \_\_\_\_\_

**APPLICANT MUST PROVIDE:**

\_\_\_\_\_ A completed and signed Zone Change Application

\_\_\_\_\_ A check made payable to the City of Somerset in the amount of \$402.00

\_\_\_\_\_ A copy of the plat(s)

\_\_\_\_\_ A copy of deed to property/properties that has been recorded at the County Clerk's Office

\_\_\_\_\_ The appropriate number of first-class stamps required to mail first class letters to adjoining property owners (front, back, sides)

\_\_\_\_\_ A date-stamped photograph of the "ZONING CHANGE" sign placed on the property.

\_\_\_\_\_ The actual newspaper page containing the public hearing notice, complete with the publication date visible.



## **INSTRUCTIONS FOR NOTIFYING ADJOINING PROPERTY OWNERS**

### **KRS 100.212 Notice of hearing to adjoining property owners.**

Notice of the hearing shall be given at least fourteen (14) days in advance of the hearing by first-class mail, with certification by the commission secretary or other officer of the planning commission that the notice was mailed to an owner of every parcel of property the classification of is proposed to be changed. It shall be the duty of the person or persons proposing the map amendment to furnish to the planning commission the names and addresses of the owners of all adjoining property. Records maintained by the property valuation administrator may be relied upon conclusively to determine the identity and address of the owner.



## INSTRUCTIONS FOR THE SIGN TO BE PLACED ON THE PROPERTY

### KRS 100.212 Notice of hearing on proposed map amendment.

When in any planning unit a hearing is scheduled on a proposal by a property owner to amend any zoning map, the following notice shall be given in addition to any other notice required by statutes, local regulation, or ordinance:

(1) Notice of the hearing shall be posted conspicuously on the property the classification of which is proposed to be changed for fourteen (14) consecutive days immediately prior to the hearing. Posting shall be as follows:

- (a) The sign shall state "zoning change" and the proposed classification change in letters three (3) inches in height. The time, place, and date of hearing shall be in letters at least one (1) inch in height; and
  - (b) The sign shall be constructed of durable material and shall state the telephone number of the appropriate zoning commission.
- Sign will be furnished and installed by the person(s) making the request for a zone change fourteen (14) days prior to public hearing and shall remain on the property until after the hearing. Cost of the above requirements will be at the expense of the subject property owner
  - Sign shall be legible, and at least 2' x 2', but may be larger if needed to accommodate the wording
  - Sign shall be placed on the property so as to be visible from street side and shall be 3' from ground

### YOUR SIGN TO BE POSTED ON THE PROPERTY SHALL READ AS FOLLOWS:

|                       |                      |                       |
|-----------------------|----------------------|-----------------------|
| <b>ZONE CHANGE</b>    |                      |                       |
| CURRENT ZONE: _____   | PROPOSED ZONE: _____ |                       |
| HEARING DATE: _____   | TIME: _____          |                       |
| THE ENERGY CENTER     | COUNCIL CHAMBERS     | 306 E. MT. VERNON ST. |
| CONTACT: 606-425-5358 |                      |                       |



**NOTICE OF PUBLIC HEARING TO BE PUBLISHED IN COMMONWEALTH JOURNAL**

(3) Procedures prescribed in **KRS 100.207** applicable to the publication of notice also shall apply to any proposed amendment to a zoning regulation text or map; provided that:

- (a) Any published notice shall include the street address of the property in question, or if one is not available or practicable due to the number of addresses involved, a geographic description sufficient to locate and identify the property, and the names of two (2) streets on either side of the property which intersect the street on which the property is located; and
- (b) When the property in question is located at the intersection of two (2) streets, the notice shall designate the intersection by name of both streets rather than name the two (2) streets on either side of the property.

- Notice of the public hearing will be advertised in the Commonwealth Journal no earlier than fourteen (14) days prior to the hearing.

**YOUR COMMONWEALTH JOURNAL POST SHALL READ AS FOLLOWS:**

**PUBLIC HEARING**  
**ZONE CHANGE**  
THE PLANNING & ZONING COMMISSION  
OF THE CITY OF SOMERSET  
WILL HOLD A REGULARLY-SCHEDULED MEETING  
AND PUBLIC HEARING ON  
\_\_\_\_\_ AT \_\_\_\_\_ AM/PM  
THE ENERGY CENTER - 306 E. MT. VERNON ST.  
COUNCIL CHAMBERS  
CONTACT: 606-425-5358

The property description follows:

*(Write property description placed in CJ from the property description in the deed. When finished, email it to the property owner so he/she can take to newspaper for publication. The public notice must run one day only; no earlier than 21 days nor later than 7 days prior to hearing.)*



When proposing a zone change to the Planning & Zoning Commission, the following must be addressed in your presentation at the hearing, by stating whether item one (1) or two (2), below, applies to your zone change.

## KRS 100.213

### FINDINGS NECESSARY FOR PROPOSED MAP AMENDMENT

#### RECONSIDERATION

Before any map amendment is granted, the Planning Commission or the legislative body must find that the map amendment is in agreement with the adopted Comprehensive Plan, or, in the absence of such a finding, that one or more of the following apply and such finding shall be recorded in the minutes and records of the Planning Commission or legislative body:

- (1) That the existing zoning classification given to the property is inappropriate and that the proposed zoning classification is appropriate; and
- (2) That there have been major changes of an economic, physical or social nature within the area involved which were not anticipated in the adopted Comprehensive Plan and which have substantially altered the basic character of such area.

**NOTE:** THE PLANNING COMMISSION OR LEGISLATIVE BODY MAY ADOPT PROVISIONS WHICH PROHIBIT, FOR A PERIOD OF TWO (2) YEARS, THE RECONSIDERATION OF A DENIED MAP AMENDMENT FOR THE CONSIDERATION OF A MAP AMENDMENT IDENTICAL TO A DENIED MAP AMENDMENT.

*(The property owner or the representative thereof must be aware of and oftentimes reminded that either #1 or #2 above must be referenced as the reason for the zone change request in the presentation to the Planning & Zoning Commission.)*



APPLICATION FOR ZONING AMENDMENT/DEVELOPMENT PLAN APPROVAL
to the
CITY OF SOMERSET PLANNING & ZONING COMMISSION

APPLICATION NUMBER: ZC 2019-\_\_\_\_\_

THE UNDERSIGNED OWNER(S) OF THE FOLLOWING LEGALLY DESCRIBED PROPERTY REQUESTS THE CONSIDERATION OF CHANGE IN ZONING CLASSIFICATION/APPROVAL OF DEVELOPMENT PLAN AS SPECIFIED BELOW:

- 1. NAME OF OWNER (APPLICANT): \_\_\_\_\_
2. MAILING ADDRESS: \_\_\_\_\_
3. PHONE NUMBERS: HOME: \_\_\_\_\_ BUSINESS: \_\_\_\_\_
4. LOCATION DESCRIPTION: \_\_\_\_\_
5. EXISTING USE: \_\_\_\_\_ CURRENT ZONE CLASSIFICATION: \_\_\_\_\_
6. PROPOSED USE: \_\_\_\_\_ PROPOSED ZONE CLASSIFICATION: \_\_\_\_\_

SUPPORT INFORMATION: ATTACH THE FOLLOWING ITEMS TO THE APPLICATION

- A. A VICINITY MAP SHOWING PROPERTY LINES, STREETS AND EXISTING ZONING. MARK THE PROPERTY YOU WISH TO HAVE REZONED WITH THE PROPOSED ZONE CLASSIFICATION
B. FIRST CLASS STAMPED AND ADDRESSED ENVELOPES FOR ALL PROPERTY OWNERS ADJACENT TO AND DIRECTLY ACROSS THE STREET FROM THE PROPERTY PROPOSED FOR REZONING (REFER TO THE PVA MAP FOR ACCURACY)
C. CHECK IN THE AMOUNT OF \$402 MADE PAYABLE TO THE CITY OF SOMERSET
D. LEGAL DESCRIPTION OF PROPERTY (FOUND ON PROPERTY DEED)

DATE: \_\_\_\_\_ APPLICANT/OWNER SIGNATURE: \_\_\_\_\_

FOR OFFICIAL USE ONLY - DO NOT WRITE BELOW THIS LINE

DATE FILED: \_\_\_\_\_ DATE OF NOTICE TO ADJACENT PROPERTY OWNERS: \_\_\_\_\_
DATE OF NOTICE TO NEWSPAPER: \_\_\_\_\_ DATE OF PUBLIC HEARING: \_\_\_\_\_
FEE PAID: \$\_\_\_\_\_ DECISION OF ZONING COMMISSION: APPROVED \_\_\_\_\_ DISAPPROVED \_\_\_\_\_
IF DENIED, REASON FOR DENIAL: \_\_\_\_\_

DATE \_\_\_\_\_ CITY OF SOMERSET PLANNING & ZONING COMMISSION CHAIRMAN

FOR OFFICIAL USE ONLY - LEGISLATIVE AUTHORITY

DATE OF RECOMMENDATION RECEIVED: \_\_\_\_\_
ACTION BY LEGISLATIVE AUTHORITY: APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_
DATE OF 1ST READING: \_\_\_\_\_ DATE OF 2ND READING: \_\_\_\_\_

DATE SIGNED \_\_\_\_\_ CLERK SIGNATURE \_\_\_\_\_ MAYOR SIGNATURE \_\_\_\_\_

NOTE: THREE COPIES OF THIS FORM AND THE SUPPORTING INFORMATION MUST BE FILED WITH THE SOMERSET PLANNING COMMISSION. THE APPLICATION MUST BE RETURNED TO THE OFFICE OF CODE ENFORCEMENT FOUR (4) WEEKS PRIOR TO THE MEETING DATE.