

LaGrange County Plan Commission

114 W Michigan Street

LaGrange, IN 46761

Date _____

260.499.6346

Parcel # _____ Petition #: _____

- Petition Type: _____ LaGrange County Board of Zoning Appeals
- _____ Town of LaGrange Board of Zoning Appeals
- _____ Topeka/Wolcottville Board of Zoning Appeals
- _____ LaGrange County Plan Commission

The undersigned owners of real estate, identified within this application, respectfully petition:

- _____ for a Zoning Map Change of said property from the _____ district to the _____ district.
- _____ a DEVELOPMENTAL VARIANCE
- _____ a LAND USE VARIANCE
- _____ a CONDITIONAL USE VARIANCE
- _____ a PLANNED UNIT DEVELOPMENT
- _____ for an APPEAL from the ADMINISTRATOR'S DECISION as shown below
- _____ DEVELOPMENT PLAN REVIEW

(Identify specific petition here) _____

Petitioner

Name: _____ Phone: _____
 Address: _____ Fax No: _____
 _____ Email: _____

Agent (if any)

Name: _____ Phone: _____
 Address: _____ Fax no: _____
 _____ Email: _____

Signature of Owner(s) _____

Authorized Representative _____

Property

Address or Location: _____ Township _____

Legal Description: _____

Dimensions: Frontage _____ Depth _____ Area _____ (Sq. ft./acres)

Present use of property: _____ Septic/Sewer _____

Present Zoning of Property: _____

Fees charged _____ Receipt #: _____ By: _____

Please see below for the requirements that are needed to file your petition.
Note: All requirements and payment must be submitted at the time of filing in order to be placed on the agenda. We accept cash, check, or debit/credit card.

BOARD OF ZONING APPEALS FILING *Petitioners Must Be Present At The Meeting*

BOARD OF ZONING APPEALS DOCUMENTS REQUIRED TO FILE:

- To-scale site plan and / or survey with proposed development
- In an L-1 zone, all site plans are to be on an *original scale* survey
- Aerial
- Current Deed
- Elevations of all four (4) sides of structure
- Questionnaire
- The Site Plan Requirement Checklist
- Comment letter from Town (if within Town limits)
- Written Description/Explanation of the Business/Use
- Lot Coverage: a portion of a lot that is covered by principal or accessory buildings or structures and by surfaces that prevent the passage or absorption of storm water such as paving and driveways

PLAN COMMISSION FILINGS *Petitioners Must Be Present At The Meeting*

REZONE PETITION REQUIREMENTS TO FILE:

- Professional Boundary survey
- Legal description of parcel/parcels being rezoned
- Copy of current deed for all parcels
- Proposed development plan for the Rezone petition
- Written Description/Explanation of the Business/Use
- Lot Coverage: a portion of a lot that is covered by principal or accessory buildings or structures and by surfaces that prevent the passage or absorption of storm water such as paving and driveways

DEVELOPMENT PLAN REQUIREMENTS TO FILE:

- The arrangement of all buildings and structures (existing and proposed)
- The proposed use of all buildings and structures
- The location of all streets and driveways (existing and proposed)
- The proposed ingress (entrance) / egress (exit) points & turning template
- Utility lines and easements (required)
- Sewage and water facilities (required)
- Drainage calculations & plan for the site
- Parking & loading areas defined
- Landscaping per ordinance and/or screening
- Final grade & topography at a contour interval of five (5) feet or less
- Set two benchmarks to NAVD 88 for construction & show location, height & date
- Existing land use of immediately adjoining property
- Comment letter from Town (if within Town limits) & INDOT (if located on a State Highway)
- Elevations of all four sides of proposed structure
- Current recorded deed
- Aerial of property
- Commercial Site Plan Filing Checklist
- Lot Coverage: a portion of a lot that is covered by principal or accessory buildings or structures and by surfaces that prevent the passage or absorption of storm water such as paving and driveways
- Written Description/Explanation of the Business/Use