



**HUNTINGTON**  
**WEST VIRGINIA**  
*An Exceptional City*

**Planning and Development**

City Hall, 800 Fifth Avenue

P.O. Box 1659, 25717

Phone (304) 696-4438

Fax (304) 696-5941

**Rezoning Process**

1. Commencement of Application
  - a. Applications for Rezoning are addressed to the Planning Commission
  - b. Applications can be turned in the Planning office (City Hall Room 2) or emailed to [shellb@cityofhuntington.com](mailto:shellb@cityofhuntington.com) or [gilkersonc@cityofhuntington.com](mailto:gilkersonc@cityofhuntington.com)
  - c. All applications must be submitted to the Planner at least six (6) weeks prior to the next Planning Commission meeting (First Monday of the month)
2. Filing Fees
  - a. Fees for rezoning will be the following, for rezoning to:
    - Single and Two Family: \$175
    - Multi-Family Residential: \$250
    - Commercial: \$350
    - Industrial: \$350
3. Notice and Service Process
  - a. Notice of all hearings before the Commission will be published no later than Fifteen (15) days prior to the hearing as a Class I Legal Advertisement
  - b. The Planning Staff will provide notice to all property owners within a Four Hundred (400) foot radius no later than Fifteen (15) days before the hearing
4. Hearing
  - a. Regularly scheduled hearings will commence on the First Monday of the month at 5:30 p.m.
  - b. The hearings will be held in the City Council Chambers and it will be recorded and documented
  - c. It is the petitioner's responsibility to attend (or send a representative) to the scheduled meeting to present and to answer any questions regarding the request.
5. Decision
  - a. The Planning Commission will make either a favorable or unfavorable recommendation to City Council
  - b. The petition will then go before City Council for a first and second reading at their regularly scheduled times, which the petitioner may attend or send a representative to answer any questions.
  - c. After City Council has heard the request, the applicant will be formally notified of the decision
  - d. If the request for rezoning is denied by City Council, the applicant will be notified by the Planning Department of the denial and the right to appeal the decision to the Circuit Court of Cabell County, or Wayne County, whichever therein the property resides.

For any other questions, please contact the Office of Planning:

City Hall Room 2

(304) 696-4438

Breanna Shell, Planner; [shellb@cityofhuntington.com](mailto:shellb@cityofhuntington.com)

Keebie Gilkerson, Planning Technician, [gilkersonc@cityofhuntington.com](mailto:gilkersonc@cityofhuntington.com)