



REZONING PROCESS

Planning and Zoning
Huntington City Hall
800 Fifth Avenue
P.O. Box 1659
Huntington, WV 25717
(304) 696-5540, opt 3

1. 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@huntingtonwv.gov or straits@huntingtonwv.gov
 - c. All applications, as well as any and all documentation and evidence to support the request, 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 the Planning and Zoning Committee of City Council for a reading and then forwarded on to 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) 696-5540, opt 3
Breanna Shell, Planning Director; shellb@huntingtonwv.gov
Shae Strait, Planner, straits@huntingtonwv.gov



REZONING PETITION

**Planning and Zoning
Huntington City Hall
800 Fifth Avenue
P.O. Box 1659
Huntington, WV 25717
(304) 696-5540, opt 3**

*TO THE MEMBERS OF THE COUNCIL OF THE CITY OF HUNTINGTON,
CABELL AND WAYNE COUNTIES, WEST VIRGINIA*

Property Owner Name: _____ **Phone:** _____

Address (city, state, zip): _____

Email: _____

Current Zoning Classification: _____

Proposed Zoning Classification: _____

PETITION OF THE PROPERTY OWNER TO THE CITY OF HUNTINGTON FOR ADOPTION OF AN ORDINANCE AMENDING THE "ZONING ORDINANCE" OF THE CITY OF HUNTINGTON, WEST VIRGINIA, DECEMBER 14, 1998, AND THE "ZONE MAP" WHICH IS A PART OF THEREOF, AS AMENDED, TO RECLASSIFY AN AREA LOCATED IN THE CITY OF HUNTINGTON.

Property description:

Address _____

Legal description (district, tax map, parcel, lot number, etc) _____

Your petition represents that such reclassification as herein requested would be a proper zoning classification and is consistent with the surrounding circumstances of the area concerned, and that the orderly development of the City of Huntington would be served by the rezoning herein proposed.

This petition, requesting an amendment to the City of Huntington Zoning Ordinance and Official Zoning Map, shall be presented to the office of the Planning Commission duly signed by the owners of fifty percent or more of the real property area to which the petition relates. (Attach additional pages if necessary.)

Signature of Applicant

Date

FOR OFFICE USE
Received: _____
Staff Initials: _____
Project Number: _____

Property Owner	Signature	Address	Phone Number

**All applications to be submitted must be typed or legibly written in blue or black ink.*