

# ZONING WAIVER APPLICATION

Filing Fee: \$1,014.00 for first waiver, plus \$470.00 for each additional  
(Fee is due after docket number is assigned.)

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Person Address: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

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

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Section of Zoning Ordinance for which waiver is being requested:

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State explanation of why waiver is being requested:

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State reasons supporting waiver request:

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Zoning Classification: \_\_\_\_\_ Overlay Zone: \_\_\_\_\_

**Plan Commission Public Notice Sign Procedure:**

The petitioner shall incur the cost of the purchasing, placing, and removing the sign. The sign must be placed in a highly visible and legible location from the road on the property that is involved with the public hearing.

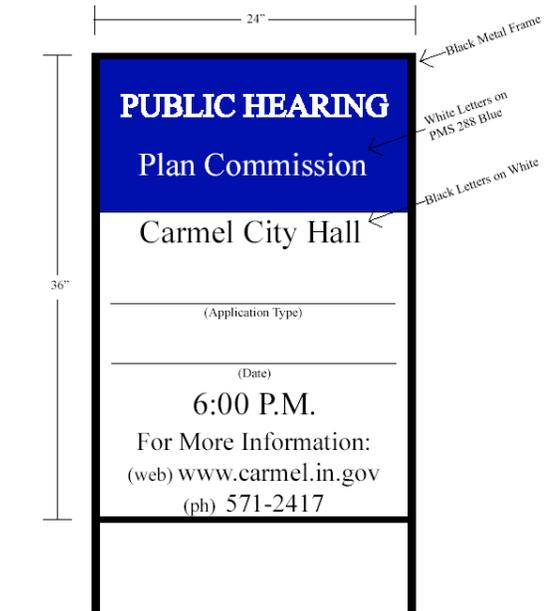
The public notice sign shall meet the following requirements:

1. Must be placed on the subject property no less than 25 days prior to the public hearing
2. The sign must follow the sign design requirements:

Sign must be 24" x 36" – vertical  
 Sign must be double sided  
 Sign must be composed of weather resistant material, such as corrugated plastic or laminated poster board  
 The sign must be mounted in a heavy-duty metal frame

3. The sign must contain the following:
    - 12" x 24" PMS 288 Blue box with white text at the top.
    - White background with black text below.
    - Text used in example to the right, with Application type and Date\* of subject public hearing
- \* The Date should be written in day, month, and date format. *Example: Tuesday, January 17*

4. The sign must be removed within 72 hours of the Public Hearing conclusion



**Public Notice Sign Placement Affidavit:**

I (We) \_\_\_\_\_ do hereby certify that placement of the notice public hearing sign to consider Docket Number \_\_\_\_\_, was placed on the subject property at least twenty-five (25) days prior to the date of the public hearing at the address listed below.

STATE OF INDIANA, COUNTY OF \_\_\_\_\_, SS:

The undersigned, having been duly sworn, upon oath says that the above information is true and correct as he is informed and believes.

\_\_\_\_\_  
(Signature of Petitioner)

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_.

**PETITIONER'S AFFIDAVIT OF NOTICE OF PUBLIC HEARING**

I (We) \_\_\_\_\_ do hereby certify that notice of public hearing of the Carmel Plan Commission to consider Docket Number \_\_\_\_\_ was registered and mailed at least twenty-five (25) days prior to the date of the public hearing to the below listed adjacent property owners:

OWNER(S) NAME

ADDRESS

_____	_____
_____	_____
_____	_____
_____	_____

STATE OF INDIANA

SS:

The undersigned, having been duly sworn upon oath says that the above information is true and correct and he is informed and believes.

\_\_\_\_\_  
(Signature of Petitioner)

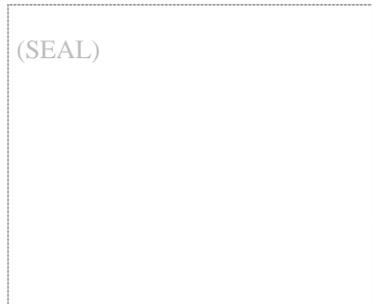
County of \_\_\_\_\_ Before me the undersigned, a Notary Public

(County in which notarization takes place)

for \_\_\_\_\_ County, State of Indiana, personally appeared  
(Notary Public's county of residence)

\_\_\_\_\_ and acknowledge the execution of the foregoing instrument  
this (Property Owner, Attorney, or Power of Attorney)

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
(day) (month) (year)



\_\_\_\_\_  
Notary Public--Signature

\_\_\_\_\_  
Notary Public--Please Print

My \_\_\_\_\_ commission expires:

*(Tip: Actual signatures of adjacent property owners must be submitted on this affidavit if the public notice was hand delivered to an adjacent property owner. Otherwise the names can be typed/written in.)*



**NOTICE OF PUBLIC HEARING  
BEFORE THE  
CARMEL PLAN COMMISSION**

Docket Number: \_\_\_\_\_

Notice is hereby given that the Carmel Plan Commission meeting on \_\_\_\_\_  
(Date)

at \_\_\_\_\_ P.M. in the City Hall Council Chambers, 1 Civic  
(Time)

Square, Carmel, Indiana 46032 will hold a Public Hearing upon a/an \_\_\_\_\_  
(Application Type)

in order to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The application is identified as Docket No. \_\_\_\_\_.

The property address is: \_\_\_\_\_.

The real estate affected by said application is described as follows:

(Insert Legal Description -or- Tax ID parcel number(s))

All interested persons desiring to present their views on the above application, either in writing or verbally, will be given an opportunity to be heard at the above mentioned time and place.

Petitioner name: \_\_\_\_\_

*(Note: When mailing out public notices to adjacent property owners, you must include a **location map**, too.)*

**ZONING WAIVER  
FINDINGS OF FACT  
CARMEL PLAN COMMISSION  
Carmel, Indiana**

Docket No: \_\_\_\_\_

Petitioner: \_\_\_\_\_

Zoning Ordinance Section Varied From: \_\_\_\_\_

Brief Description of Waiver: \_\_\_\_\_

In deciding whether or not the applicant has presented sufficient proof to permit the granting of a waiver of quantitative standards of this Chapter (up to 35%), the Plan Commission should consider the following criteria:

- (1) The proposal shall be in harmony with the purposes and the land-use standards contained in the subject Chapter.
- (2) The proposal shall enhance the overall Development Plan, the adjoining streetscapes and neighborhoods.
- (3) The proposal shall not produce a Site Plan or street/circulation system that would be impractical or detract from the appearance of the Development Plan and the corridor, and shall not adversely affect emergency vehicle access or deprive adjoining properties of adequate light and air.
- (4) The proposal exhibits extraordinary site design characteristics, including, but not limited to: Increased landscape treatment, tree preservation, public art, provisions for bicycles, pedestrians, and/or mass transit, reduced surface parking coupled with provisions for above or below ground parking facilities.

\_\_\_\_\_ Based on all the evidence presented by the petitioner, I **approve** of the requested zoning waiver.

\_\_\_\_\_ In granting a waiver, the Commission may impose such **conditions** that will, in its judgment, secure the purposes of this Chapter. (*List Conditions on back.*)

\_\_\_\_\_ I hereby **disapprove** of the subdivision waiver request for the following reasons:

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Commission Member