
**RESOLUTION #2020-07 BYLAW AMENDMENT
ELIMINATING LONG-FORM LEGAL DESCRIPTIONS FROM
LEGAL ADS**

**STAFF REPORT
October 15, 2020**

**Resolution #2020-07 Bylaw Amendment
ELIMINATING LONG-FORM LEGAL DESCRIPTIONS FROM LEGAL ADS**

**Staff Report
October 15, 2020**

BACKGROUND:

The Lafayette Leader, one of our two newspapers, will no longer accept paper copies or pdf copies of our legal notices. Instead they are requesting we send the “Word” document to them so they can simply insert the document into their legal advertisements. Unfortunately, we do not receive our ads in that format. Staff has only ever received paper copies of legal ads from our petitioners along with all the other required paperwork.

In an effort to help make publishing our ads easier for our newspapers, staff is proposing eliminating the need for a long-form, metes and bounds legal description. For years, legal ads for rezone requests have not been required to provide the full metes and bounds descriptions, but only a brief legal description (although the public hearing notice forms were never updated to indicate this). This bylaw amendment would allow subdivision requests to use a similar shortened description. According to our APC attorney, the state statute allows the use of a site address or brief description of a property’s location in lieu of a full metes and bounds legal description. It is only our existing forms that need to be updated. (See attached the proposed updated “notice of public hearing form” for both subdivisions and rezone requests.)

An added benefit to this change is that it will in many cases significantly reduce the cost to our petitioners of publishing legal ads in our two newspapers. This request was approved by the Bylaw Committee at a meeting on October 7, 2020

RECOMMENDATION:

Approval

**APC RESOLUTION
2020-07**

**RESOLUTION AMENDING THE BYLAWS
OF THE
AREA PLAN COMMISSION OF TIPPECANOE COUNTY**

Be it resolved that the Area Plan Commission of Tippecanoe County hereby amends its Bylaws as follows:

By eliminating the need for a “metes and bounds” legal description in all APC forms for legal advertisement and instead only requiring an address or a brief location description, and a shortened legal description including the civil township, section, township and range.

Adopted this 21st day of October 2020.

Jackson W. Bogan
President

Sallie Dell Fahey
Secretary

The Area Plan Commission of Tippecanoe County
County Office Building
20 N. 3rd Street
Lafayette, IN 47901
(765) 423-9242

CASE # Z-_____

NOTICE OF PUBLIC HEARING ON REZONING

Notice is hereby given that the Area Plan Commission of Tippecanoe County, on the _____ day of _____, 20____, at 6:00 PM in the County Office Building, 20 N. 3rd Street, Lafayette, Indiana, will hold a public hearing on a proposed amendment to the Unified Zoning Ordinance of Tippecanoe County, Indiana.

The property involved in the proposed request is located at:

(Address of rezone site or brief location description)

The proposed amendment involves consideration of a change of the zoning classification from the _____ Zone to the _____ Zone for the following described real estate, to wit: _____

(Acreage of area or lot number and subdivision to be rezoned)

(Civil Township) (Section) (Quarter Section) (Township) (Range)

Instead of speaking at the public hearing, written comments on the provisions of said proposal may be filed with the Secretary of the Area Plan Commission at or before such meeting and will be presented to the Area Plan Commission at the time and place designated for the public hearing. Any person submitting such written comments will not be permitted to speak at the public hearing, having elected to present such comments in writing. Said hearing may be continued from time to time as may be necessary.

AREA PLAN COMMISSION OF
TIPPECANOE COUNTY, INDIANA

Secretary

Date Approved _____

The Area Plan Commission of Tippecanoe County
County Office Building
20 N. 3rd Street
Lafayette, IN 47901
(765 423-9242)

CASE # S-_____

NOTICE OF PUBLIC HEARING ON SUBDIVISION PLAT

Notice is hereby given that the Area Plan Commission of Tippecanoe County, on the _____ day of _____, 20____, at 6:00 P.M. in the County Office Building, 20 N. 3rd Street, Lafayette, Indiana, will hold a public hearing on a request by

_____ for primary approval of
(Name of Subdivider)

_____ Subdivision. Said subdivision
(Name of Subdivision)

is located at _____, and
(Street address or common description of the property)

involves the following _____ acres of real estate, located in:

_____ (Civil Township) _____ (Section) _____ (Quarter Section) _____ (Township) _____ (Range)

Written suggestions or objections to the provisions of said request may be filed with the Secretary of the Area Plan Commission at or before such meeting and will be heard by the Tippecanoe County Area Plan Commission at the time and place specified. Said hearing may be continued from time to time as may be necessary.

Interested persons desiring to present their views on the said request, either in writing or verbally, will be given the opportunity to be heard at the above mentioned time and place. This hearing date is subject to placement on the agenda.

AREA PLAN COMMISSION OF
TIPPECANOE COUNTY, INDIANA

BY: _____
Executive Director

NOTICE OF PUBLIC HEARING ON SUBDIVISION PLAT

Notice is hereby given that the Executive Committee of the Area Plan Commission of Tippecanoe County, on the _____ day of _____, 20____, at 4:30 P.M. in the County Office Building, 20 N. 3rd Street, Lafayette, Indiana, will hold a public hearing on a request by

_____ for primary approval of
(Name of Subdivider)

_____ Subdivision. Said subdivision
(Name of Subdivision)

is located at _____, and
(Street address or common description of the property)

involves the following _____ acres of real estate, located in

_____ (Civil Township) _____ (Section) _____ (Quarter Section) _____ (Township) _____ (Range)

Written suggestions or objections to the provisions of said request may be filed with the Secretary of the Area Plan Commission at or before such meeting and will be heard by the Tippecanoe County Area Plan Commission at the time and place specified. Said hearing may be continued from time to time as may be necessary.

Interested persons desiring to present their views on the said request, either in writing or verbally, will be given the opportunity to be heard at the above mentioned time and place. This hearing date is subject to placement on the agenda.

AREA PLAN COMMISSION OF
TIPPECANOE COUNTY, INDIANA

BY: _____
Executive Director