

Proposed Amendment to the APC Bylaws

The final page of the Area Plan Commission Bylaws lists all the forms and other documents used in an application for a rezoning, subdivision, subdivision variance or vacation petition. That final page is shown here:

- Ballots:**--Subdivision Approval
--Subdivision Variances
--Plat Vacation: Determination and Preliminary Finding
--Plat Vacation: SAMPLE "Determination and Findings"
- Forms:** --Rezoning-Here's How (Amended November 2001)
--Checkpoint Procedure (Amended 2007 & March 2015)
--Waiver of Checkpoint Requirement (Amended 2007)
--Petition to Amend Zoning Ordinance (Amended May 2000)
--Commitment form (Amended March 2013)
--Acknowledgement of Administrative Officer of receiving a Zoning Commitment (Amended March 2013)
--Notice of Public Hearing on Rezoning
--Notice of Public Hearing Release Form
--Notice to Interested Parties (Amended February 2014)
--Sign Posting Affidavit
--Affidavit of Notice to Interested Parties of a Rezone Request
--Petition for Vacation of a Plat (Amended May 2000)
--Checkpoint Procedure when vacating a plat (Amended 2001)
--Notice of Public Hearing on the Vacation of a Plat
--Notice of Public Hearing Release Form
--Notice to Owners in the Subdivision of a Petition to Vacate (Amended 2-2014)
--Affidavit of Notice to Owners in the Subdivision for Plat Vacation Approval
--Sign Posting Affidavit
--Parcelization Pamphlet (Amended June 2014)
--Notice of Public Hearing on a Major Subdivision Plat
--Notice of Public Hearing on a Minor Subdivision Plat
--Notice to Interested Parties on Major Subdivision (Amended January 2010)
--Notice to Interested Parties on Minor Subdivision (Amended January 2010)
--Notice of Public Hearing on Mobile Home Park or RV Park
--Notice to Interested Parties on Mobile Home Park or RV Park (Am. 2-2014)

This page is not titled or identified in a Table of Contents (the Bylaws *have* no Table of Contents), but its presence as an implied appendix to the Bylaws, in staff's eyes, makes us legally bound to treat any update or modification to any of the above documents as a formal amendment to the Bylaws, which requires an act of the Area Plan Commission, typically

preceded by a review by the Ordinance or Bylaws Committee. We propose that the above page simply be removed from the Bylaws, so that staff would be able in the future to more easily modify and refine these forms as the need arises. This is especially the case at the moment, as we're in the process of revamping all our application forms.

DH