



ZONING CLEARANCE APPLICATION

Valparaiso Planning Department |
166 Lincolnway | Valparaiso, IN 46383 | (219) 462-1161

OFFICE USE ONLY:

DATE RECEIVED: _____

CASH CHECK CARD

RECEIPT #: _____

CHECK/ PAYMENT #: _____

PROPERTY IDENTIFICATION **TYPE OR PRINT IN INK**

Property Address: _____ Subdivision: _____

For commercial construction, please print business name: _____

SECTION 1: APPLICANT INFORMATION

Applicant Name: _____ Relationship to Project: Business Owner
 Property Owner Developer Contractor
 Address: _____ Other: _____
 _____ Company: _____
 Phone: _____ Email: _____

SECTION 2: DEVELOPER/PROPERTY OWNER INFORMATION

<i>DEVELOPER INFORMATION</i>	<i>PROPERTY OWNER INFORMATION</i>
Name: _____	Name: _____
Address: _____	Address: _____
_____	_____
City, State, Zip: _____	City, State, Zip: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

SECTION 3: PROPERTY INFORMATION

Zoning District: _____	Area of Parcel: _____
Existing Use: _____	Open Space Ratio: _____
Proposed Use: _____	Landscape Ratio: _____
Building Square Footage: _____	Gross Density: _____
Building Coverage %: _____	Net Density: _____
<i>SETBACKS</i>	<i>DESCRIPTION OF PROJECT</i>
Front Yard: _____	_____
Rear Yard: _____	_____
N/S/E/W Side Yard: _____	_____
N/S/E/W Side Yard: _____	_____

SECTION 4: CHECK LIST

PLEASE INCLUDE WHEN APPLICABLE:

- | | |
|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Landscape Plan | <input type="checkbox"/> Ratio/Density/Coverage Calculations |
| <input type="checkbox"/> Landscaping (Divided into Tables such as On-Lot Landscaping, Parking Lot Landscaping etc.) | <input type="checkbox"/> Dumpster Enclosure Details |
| <input type="checkbox"/> Landscaping Materials (Common Name, Latin Name, # of materials) | <input type="checkbox"/> Building Materials List |
| <input type="checkbox"/> Tree Survey | <input type="checkbox"/> Fencing Details |
| <input type="checkbox"/> Colored Building Elevations | <input type="checkbox"/> Bufferyard and Setbacks |
| <input type="checkbox"/> Detailed Site Plan | <input type="checkbox"/> Parking Calculations |
| <input type="checkbox"/> Bicycle Parking (Demonstrated on Site Plan) | <input type="checkbox"/> Parking Plan (Demonstrated on Site Plan) |
| | <input type="checkbox"/> Photometric Plan |

OFFICE USE ONLY:

Permit # ZC _____ - _____ Date Received: ____/____/____ Date Responded: ____/____/____

Property designated as a single site historic district or within an established historic district shall obtain approval for all exterior development (building and site) from the Historic Preservation Commission prior to issuance of a Zoning Clearance. Zoning Clearance valid for one year from date of issuance. Application shall be submitted along with processing fee of \$100.00 payable of City of Valparaiso.

APPLICANT SIGNATURE **X** _____ DATE: _____

APPLICANT PRINT NAME: _____