



ZONING CLEARANCE APPLICATION

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

OFFICE USE ONLY:

DATE RECEIVED: _____

CASH CHECK

RECEIPT #: _____

CHECK #: _____

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: _____

Phone: _____

Company: _____

Address: _____

Email: _____

SECTION 2: DEVELOPER/PROPERTY OWNER INFORMATION

DEVELOPER INFORMATION

PROPERTY OWNER INFORMATION

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: _____

SETBACKS

DESCRIPTION OF PROJECT

Front Yard: _____

Rear Yard: _____

N/S/E/W Side Yard: _____

N/S/E/W Side Yard: _____

SECTION 4: CHECK LIST

PLEASE INCLUDE WHEN APPLICABLE:

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