

Liberty Township Zoning  
1315 Churchill Hubbard Road  
Youngstown, Ohio 44505  
Phone 330-539-9838  
Fax 330-759-9226

## **REQUIREMENTS FOR A ZONE CHANGE REQUEST**

1. A completed application for the zone change request
2. Bring the following with the application:
  - A. Copy of the deed for the property
  - B. Legal description of the property
  - C. Map of the area to be rezoned
  - D. Detailed plans of what is being proposed for the property
  - E. Names and owners of all abutting property owners, this is any property abutting on any side including across the street.

## **PROCEDURE**

1. A hearing will be set between 20 and 40 days from the receipt of petition
2. A legal notice will be run in the Youngstown Vindicator
2. Plans will be forwarded to the Trumbull County Planning Commission for their review and recommendation
3. All abutting property owners are notified by certified mail
4. A public hearing will be held before the Liberty Township Zoning Commission. The Commission makes a recommendation to the Liberty Township Board of Trustees
5. The Board of Trustees will hold a hearing within 30 days of receipt of the Zoning Commission Hearing recommendation. The Trustees make the final decision on the petition. It takes a vote of two Trustees to uphold the decision of the Zoning Commission. A unanimous vote of all three Trustees is needed to overrule the Zoning Commission recommendation.