



CITY OF PICKERINGTON

APPLICATION FOR CONDITIONAL USE

Name of Applicant: _____

Address of Applicant: _____

Phone: _____ Fax: _____ Email: _____

Current Use and Address: _____

Proposed Change or Improvement: _____

Current Zoning: _____ Area of Parcel: _____

Signature of Applicant: _____ Date: _____

Signature of Property Owner: _____ Date: _____

Please submit the following with this application:

1. 25 copies of a plot plan (10 copies at 24x36 and 15 copies at 11x17) showing the proposed use and the location of buildings, building setbacks, parking and loading areas, traffic access and circulation drives, open space, landscaping, utilities, refuse area, etc., as appropriate for the particular development.
2. A letter of intent describing the rationale for the conditional use.
3. \$150.00 Commercial (or \$50.00 Residential) fee payable to the City of Pickerington.

Important things to remember:

- Plans must be **folded to 8½ x 11**; rolled plans will not be accepted
- The signature of both the applicant and the owner must be present if the applicant does not own the property.
- Impact fees will be required for all new commercial development or the expansion of existing commercial development in accordance with city code.
- By signing this document you agree to the submittal requirements of the Conditional Use for which you are applying.

Revised: 10/19/2018



CITY OF
PICKERINGTON

**SCHEDULE OF SUBMISSION DEADLINES AND PUBLIC MEETINGS
CONDITIONAL USE PERMITS
2019**

Submission Deadline (one month prior to P&Z meeting)	P&Z Meeting (2 nd Tuesday of the month)
December 11, 2018	January 8, 2019
January 8	February 12
February 12	March 12
March 12	April 9
April 9	May 14
May 14	June 11
June 11	July 9
July 9	August 13
August 13	September 10
September 10	October 8
October 8	November 12
November 12	December 10
December 10, 2019	January 14, 2020

Revised: 10/19/2018