



# 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 Owner: \_\_\_\_\_ Date: \_\_\_\_\_

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### Please submit the following with this application:

1. Submit 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. **Plans must be folded to 8½ x 11 or 11 x 17; rolled plans will not be accepted.**
2. A letter of intent describing the rationale for the conditional use.
3. The appropriate fee payable to the City of Pickerington.

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### Important things to remember:

- Plans must be folded to 8½ x 11 or 11 x 17; 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: 12/7/15



CITY OF  
**PICKERINGTON**

**SCHEDULE OF SUBMISSION DEADLINES AND PUBLIC MEETINGS  
FOR CERTIFICATES OF APPROPRIATENESS, COMPREHENSIVE SIGN PLANS,  
CONDITIONAL USE PERMITS, AND FINAL DEVELOPMENT PLAN.  
2018**

<b>Submission Deadline</b> (one month prior to P&Z meeting)	<b>P&amp;Z Meeting</b> (2 <sup>nd</sup> Tuesday of the month)
December 12, 2017	January 9, 2018
January 9	February 6
February 6	March 13
March 13	April 10
April 10	May 8
May 8	June 12
June 12	July 10
July 10	August 14
August 14	September 11
September 11	October 9
October 9	November 13
November 13	December 11
December 11, 2018	January 8, 2019

Revised 12/05/2017