



Planning and Zoning Commission Application for Conditional Use

Application must be submitted to the Planning & Zoning Commission to schedule the Public Hearing.

The following documentation shall be submitted in order for your conditional use to be processed.

- Address of Request: _____
- Applicant/Owner Name: _____
- Mailing Address of Applicant/Owner: _____
- Email _____
- Telephone Number: _____

- A survey of the property by a person licensed in the State of Ohio to perform land surveys.
- Description of existing use.
- Present zoning district.
- Description of proposed conditional use.
- A plan of the proposed site for the conditional use showing the location of all buildings, parking and loading areas, traffic access and traffic circulation, open spaces, landscaping, refuse and service areas, utilities, signs, yards and other such information as the Zoning Administrator may require to determine if the proposed conditional use meets the intent and requirements of the Zoning Code.
- A statement and supporting documentation describing how the applicant believes the request conforms to the following:
 1. Shall be harmonious and in accordance with the general objective of the Code.
 2. Shall be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with existing or intended character of the general vicinity and so that such use shall not change the essential character of the same area.
 3. Shall not be hazardous or disturbing to neighboring uses.
 4. Shall be served adequately by essential public facilities and services.
 5. Shall not be detrimental to the economic welfare of the community.
 6. Shall not involve uses, activities, processes, material, equipment and/or conditions of operation that will be detrimental to any person, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
- Conditional use filing fee of \$100.00 due at the time of submission.
- An affidavit shall be supplied by the applicant on or before the date of the public hearing. Said affidavit shall state that all property owners within 300 feet were notified of the conditional use request and that the required legal notice was properly published (proof of publication required) and both were accomplished at least ten (10) days prior to public hearing.

As the applicant/owner applying for the subject conditional use approval, I hereby attest to the truth and exactness of all information which has been submitted.

Signature of Applicant/Owner: _____

Date: _____ Case Number: _____