



# Plain Township Board of Zoning Appeals

## Conditional Use Application

45 Second Street  
P.O. Box 273  
New Albany, Ohio 43054  
Phone 614.855.7770  
Fax 614.855.2087

### PLAIN TOWNSHIP ZONING USE ONLY

BZA Case Number \_\_\_\_\_ Fee Paid \_\_\_\_\_ Date Received \_\_\_\_\_

### APPLICANT

The undersigned requests a conditional use permit for the use specified below. Should this application be approved, it is understood that it shall only authorize that particular use described in this application and any conditions or safeguards required by the Board. If this use is discontinued for a period of more than six (6) months, this permit shall automatically expire.

Applicant \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

### PROPERTY LOCATION DESCRIPTION

Property Type  Residential  Commercial Owner \_\_\_\_\_

Subdivision Name \_\_\_\_\_ (If not a platted sub-division, attach a legal description)

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Parcel Number \_\_\_\_\_ Property Zoned \_\_\_\_\_ Total Acres \_\_\_\_\_

### DESCRIPTION OF CONDITIONAL USE

Plain Township Zoning Resolution Section: \_\_\_\_\_ Specifically describe the nature of the

Conditional Use: \_\_\_\_\_

### REQUIRED TO SUBMIT WITH APPLICATION

Six (6) sets of a plan for the proposed use showing the location of building, parking and loading areas, traffic access and circulation drives, open space, landscaping, utilities, signs, yards, location of septic, well, and refuse and service areas. Also attach a narrative statement relative to the above requirements and also explain the economic, noise, glare, and odor effects on adjoining property and the general compatibility with adjacent and other properties in the district.

The plans must be drawn to scale showing dimensions and shape of the lot, the size and locations of existing buildings, the locations and dimensions of proposed buildings or alterations, and any natural or topographic peculiarities of the lot in question.

**JUSTIFICATION OF CONDITIONAL USE**

In order for a conditional use to be granted, the applicant must prove to the Board of Zoning Appeals that the following items are true (Please attach these comments on a separate sheet):

- A. The proposed Conditional Use will comply with all applicable regulations of the Zoning Resolution, including lot size requirements, development standards and use limitations.
- B. Adequate utility, drainage and other such necessary facilities have been or will be provided.
- C. Adequate access roads or entrance and exit drives will be provided and will be so designed as to prevent traffic hazards and to minimize traffic conflicts and congestion to public streets.
- D. All necessary permits and licenses have been obtained or evidence has been submitted that such permits and licenses are obtainable for the proposed Conditional Use.
- E. The location and size of the Conditional Use, the nature and intensity of the operation involved or conducted in connection with it, the size of the site in relation to it and the location of the site with respect to streets giving access to it shall be such that it will be in harmony with the appropriate and orderly development, use and enjoyment of adjacent land, buildings and structures.
- F. The location, nature and height of buildings, structures, walls and fences on the site and the nature and extent of landscaping and screening on the site shall be such that the use will not unreasonably hinder or discourage the appropriate development, use and enjoyment of adjacent land buildings and structures.
- G. Evidence that the Conditional Use desired will not adversely affect the public health, safety and morals.

I certify that the information contained in this application and its supplements is accurate and true. The Owner/ Applicant, as signed below, hereby authorizes Plain Township representatives to visit, photograph, and post a notice on the property described in this application.

\_\_\_\_\_  
(Applicant Signature)

\_\_\_\_\_  
(Date)



## BZA CONDITIONAL USE REQUEST CHECKLIST

- Application
- Application Fee
- Six (6) sets of a plan for the proposed use showing:
  - Location of building
  - Parking and loading areas
  - Traffic access and circulation drives
  - Open space, yards, and landscaping
  - Utilities
  - Signs
  - Septic system
  - Well
  - Refuse and service areas
- A narrative statement relative to the above requirements and also explain the economic, noise, glare, and odor effects on adjoining property and the general compatibility with adjacent and other properties in the district.
- Six (6) sets of plans. The plans must show:
  - Plot plan showing dimensions and shape of the lot
  - Size and locations of existing buildings
  - Locations and dimensions of proposed buildings or alterations
  - Drawn to scale
  - Natural or topographic peculiarities of the lot
- Justification of Conditional Use – Include:
  - The proposed Conditional Use will comply with all applicable regulations of the Zoning Resolution, including lot size requirements, development standards and use limitations.
  - Adequate utility, drainage and other such necessary facilities have been or will be provided.
  - Adequate access roads or entrance and exit drives will be provided and will be so designed as to prevent traffic hazards and to minimize traffic conflicts and congestion to public streets.
  - All necessary permits and licenses have been obtained or evidence has been submitted that such permits and licenses are obtainable for the proposed Conditional Use.
  - The location and size of the Conditional Use, the nature and intensity of the operation involved or conducted in connection with it, the size of the site in relation to it and the location of the site with respect to streets giving access to it shall be such that it will be in harmony with the appropriate and orderly development, use and enjoyment of adjacent land, buildings and structures.
  - The location, nature and height of buildings, structures, walls and fences on the site and the nature and extent of landscaping and screening on the site shall be such that the use will not unreasonably hinder or discourage the appropriate development, use and enjoyment of adjacent land buildings and structures.
  - Evidence that the Conditional Use desired will not adversely affect the public health, safety and morals.
- Legal Description
- Current list of property owners within 200 feet

## BOARD OF ZONING APPEALS

1. Review Application (six (6) sets)
  - A. Variance, Conditional Use, and/or Appeals
  - B. Legal description
  - C. Plot plan/ vicinity map including location of water well and septic system/ sewer services
  - D. Statement or letter of proposed change or amendments (shows hardships - also why application is necessary to the preservation and enjoyment of your property)
  - E. Current list of property owners within 200 feet contiguous to, directly across, or around property
  - F. Fees paid
  - G. Vote to accept or deny the application
2. Set hearing date and time (at least fifteen not more than thirty (30) days)
3. Assign Case Number
4. May request Planning Commission Opinion or Full Report

## NOTICES

1. Planning Commission - Five days after acceptance of applications
2. Newspaper - Ten days prior to hearing dates
3. Property Owners - Ten days prior to hearing dates

## CONDITIONAL USE APPROVAL FACTORS

1. The proposed use is a Conditional Use of the Zoning District, and the applicable Development Standards established in this Zoning Resolution are met.
2. The proposed development is in accord with appropriate plans for the area.
3. The proposed development will be in keeping with the existing land use character and physical development potential of the area.