

ZONING COMMISSION

ZONING CHANGE APPLICATION INFORMATION



ABOUT REZONING/ZONING CHANGE

An application to amend the map and/or text of the zoning resolution to effect a change in the nature or intensity of uses allowed within a zoning district and/or on a designated parcel or land area involves notification of all property owners within 250 feet of the subject property and a hearing in front of the Zoning Commission.

SUBMITTAL REQUIREMENTS

All applicants are strongly encouraged to meet with staff prior to the submission of an application to ensure that all requirements have been satisfied. Staff reserves the right to postpone any application that is determined to be incomplete.

In addition to meeting with staff, the Jefferson Township Zoning Commission encourages applicants to meet them informally before the application is submitted. To schedule a meeting with staff and or the Jefferson Township Zoning Commission please contact Charles McCroskey, Jefferson Township Zoning Administrator, at (614) 855-4265 or email cmccroskey@jeffersontownship.org.

To file an application for zoning change, applicants must supply the following information:

- Completed and signed application for zoning change (Completed through web portal or manually).
- Full payment of related fees; refer to the fee schedule below.
- One (1) copy of the legal description of the property. Current property survey to include acreage, and all bearings and distances, referencing an establishing beginning point.
- A recent photograph of the property to be rezoned
- From the Franklin County Auditor's Office (373 South High Street, Columbus, Ohio 43215 on the 19th floor)
 - One (1) A-size map showing properties within two hundred and fifty (250) feet of subject property.
 - One (1) list of property owners within two hundred and fifty (250) feet of subject property, the address of the subject property, and the mailing address of the owners of the subject property.
- One (1) set of mailing labels including the applicant, property owner, and all other property owners within two hundred and fifty (250) feet of subject property (Generated based upon the Auditor's data above).
- All information that pertains to sanitary services and water supply must be provided. This includes the location of any on-lot septic system(s) and/or well(s). If services are to be provided by a private or public entity, a letter must be provided verifying that the services exists and that the applicant will have access to such services. If an on-lot septic system and/or well are proposed, information from the Franklin County Board of Health (or the appropriate agency) must be provided.
- Any other information that may be deemed reasonably necessary by the Jefferson Township Zoning Department.

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FEES

Zoning Change Fees:

Note: All zoning application fees are required at the time the application is submitted.

REZONING	Rezoning to a residential district	\$500 Application Fee \$25 per Acre Fee <i>Maximum of \$20,000</i>
	Rezoning to a planned district, commercial district, or industrial district	\$1,000 Application Fee \$50 per Acre Fee <i>Maximum of \$30,000</i>
AMENDMENT	<u>Minor</u> amendment to an Approved Development Plan	\$500 Application Fee \$50 Publication Fee
	<u>Major</u> amendment to an Approved Development Plan	Full Rezoning Fees
SPECIAL HEARING		\$500 Special Hearing Fee (in addition to above fees)
CREATION OF NEW ZONING DISTRICT		All costs to applicant
SUBDIVISION PLAT APPROVAL		\$100 per lot or reserve

Note: Applications require a public hearing before the Jefferson Township Board of Trustees. After completion of Township Zoning Commission Hearing(s), applicant will be notified of the Trustees date and time for public hearing.