

Received (stamp):



209 S. Main Street • Marysville, Ohio 43040
Phone: (937) 645-7350 • Fax: (937) 645-7351 • www.marysvilleohio.org

**PLANNING COMMISSION
REQUEST FOR CONDITIONAL USE**

***** IMPORTANT INFORMATION ~ Please read before completing the application *****

- **Required** – Submission of a complete application, including all of the items listed in the application checklist.
- Applications and applicable fees shall be submitted by no later than 5:00 p.m. on the application deadline date.
- Submitted applications and all checklist items shall be reviewed by City staff for completeness. Submittals found to be incomplete will be rejected and the application will not be placed on the Board agenda. If an application is found to be incomplete, the applicant may submit the missing materials by the application deadline date to complete the application.
- **No late submittals or additional information will be accepted after the application deadline.**
- Any construction and/or occupancy of the site for which the conditional use is being requested for shall not commence until approval is granted by the Planning Commission and all appropriate approved permits are obtained by the Division of Engineering and the Union County Building Department.

Project Site Information *(Please print clearly)*

Project Street Address: _____ Property Zoning District: _____

Company / Business Name: _____

An appeal is requested in the manner of the following (please describe in detail; attach a separate sheet if necessary):

Owner of Property: _____

Owner's Address (Street): _____

City, State and Zip Code: _____

Owner's Telephone Number: _____

Applicant Information *(Please print clearly)*

Applicant: _____ Owner Agent Representative

Other

Company: _____

Address (street): _____

City, State, and Zip Code: _____

Telephone Number: _____

E-mail Address: _____

Please contact the Division of Engineering prior to making your application submittal. Division of Engineering are available to assist you in reviewing all application requirements to ensure your application is complete.

For staff Use

<i>Yes</i>	<i>No</i>	<i>Application Requirements</i>
		REQUIRED FOR ALL SUBMITTALS:
		One (1) original signed application
		One (1) copy of the Site Plan drawn at a suitable scale at 11 x 17 inches or 24 x 36 inches in size (unless staff grants an alternative size)
		One (1) copy of a written statement answering the facts and circumstances listed in Section 1144.24 of the Planning and Zoning Code. <i>The facts and circumstances can be found on page 4 of this application. Please be sure you answer all of the questions as these are the questions that the Board reviews when making a determination on the application</i>
		One (1) set of mailing labels or a printed word template (5160 in size) containing the names and addresses of the property owner(s) contiguous to or directly across the street from the property. <i>Please refer to the County website http://www.co.union.oh.us/ to get this information and please make sure you go to the link for tax mailing address</i>
		DIGITAL SUBMITTAL REQUIRED:
		All applications require a digital (.pdf) submittal (applications, plans, renderings, text etc.) to be included with the completed application. Any application that does not include a digital submittal will be considered incomplete.
		SITE PLAN DRAWING: (Shall include the following information)
		Location of all adjoining properties
		Lot size
		Location and setbacks of existing and proposed structures
		Location and setbacks of all existing and proposed off-street parking and loading areas
		Location of all existing and proposed traffic access and circulation areas
		Location of all existing and proposed open spaces
		Location of all existing and proposed landscape areas
		Location of all existing and proposed refuse and service areas
		Location of all existing and proposed utility lines
		Location and size of all existing and proposed signage

I hereby attest to the truth and exactness of all information supplied on and with this application.

Applicant's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

FOR OFFICE USE ONLY

Paid (stamp): **Fee: \$250** _____

The application has been reviewed and is found to be complete.

City Staff

Date

DECISION OF THE PLANNING COMMISSION

- Approved
- Disapproved
- Approved with conditions (provided below)

Specific Stipulated Conditions for Approval:

Chairperson, Planning Commission

Date

****A conditional use permit shall be deemed to authorize only one particular conditional use and such permit shall automatically expire if, for any reason, the conditional use shall cease for more than two (2) years.****

1141.23 APPLICATION FOR CONDITIONAL USE.

Applications for review by the Planning Commission for conditional uses:

- (a) Shall be filed in accordance with the procedures in this Chapter 1141;
- (b) Shall be filed with the City on forms provided by the City;
- (c) Shall include all required supplemental information;
- (d) Shall be submitted by the application deadline as established by the City;
- (e) Shall be signed by the applicant and owner attesting to the truth and exactness of all information supplied on the application.

1141.24 GENERAL STANDARDS APPLICATION TO ALL CONDITIONAL USES.

The Planning Commission shall review the particular facts and circumstances of each proposed use in terms of the following standards and shall find adequate evidence showing that such use at the proposed location:

- (a) Is in fact a conditional use as established under the provisions of Chapter 1121 and appears in Chapter 1121 for the applicable zoning district or overlay;
- (b) Will be harmonious with and in accordance with the general objectives, or with any specific objective of the City's Comprehensive Plan and/or the Planning and Zoning Ordinance;
- (c) Will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area;
- (d) Will not be hazardous or disturbing to existing or future neighboring uses;
- (e) Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services;
- (f) Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community;
- (g) Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes or odors;
- (h) Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares.



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2021
Planning Commission
Meeting Schedule and Application Submission Deadline
 (* Please note – Meeting will be held on Tuesday due to City holiday observance or City Council meeting schedule)

APPLICATION DEADLINE	MEETING DATE
December 14, 2020	January 4, 2021
January 11, 2021	February 1, 2021
February 8, 2021	March 1, 2021
March 15, 2021	April 5, 2021
April 12, 2021	May 3, 2021
May 17, 2021	June 7, 2021
June 15, 2021	July 6, 2021*
July 12, 2021	August 2, 2021
August 17, 2021	September 7, 2021*
September 13, 2021	October 4, 2021
October 11, 2021	November 1, 2021
November 16, 2021	December 7, 2021 *
December 13, 2021	January 3, 2021