



# City of London Zoning Department

Joseph D. Mosier, Safety Service Director/Zoning Administrator  
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London, Ohio 43140  
Phone: 740-852-7045 Fax: 740-852-7047

## APPLICATION FOR CONDITIONAL USE PERMIT

Reference: Chapter 1254 of Codified Ordinances, City of London

Date Received \_\_\_\_\_ Fee \$ 150 Cash \_\_\_\_\_ Check # \_\_\_\_\_

Name: (Please Print) \_\_\_\_\_

Address: \_\_\_\_\_

Applicant agrees to meet the standards and criteria set forth in Chapter 1254

< The application can not be processed or turned into the Board of Zoning Appeals until all the information is complete. Work sheet in package.

Signature of Applicant: \_\_\_\_\_

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**ZONING ADMINISTRATOR**

Application complete: \_\_\_\_\_ yes \_\_\_\_\_ no Date to Board: \_\_\_\_\_

Signature of Zoning Administrator: \_\_\_\_\_

Date received: \_\_\_\_\_ Date to newspaper: \_\_\_\_\_ Hearing Date: \_\_\_\_\_

Decision of Board: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Board: \_\_\_\_\_ Date: \_\_\_\_\_

(A) Name: \_\_\_\_\_ Phone # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

(B) Legal description of property: \_\_\_\_\_  
\_\_\_\_\_

(C) Zoning district: \_\_\_\_\_

(D) Description of existing use: \_\_\_\_\_  
\_\_\_\_\_

(E) Description of the proposed conditional use: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(F) Site plan requirements: \_\_\_\_\_

(G) Names and mailing address requirements: \_\_\_\_\_

(H) Fee: \_\_\_\_\_ Date paid: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Check # \_\_\_\_\_ / Cash \_\_\_\_\_

(I) Address sections 1254.04, 1254.05 and 1254.06

USE BOTTOM AND BACK OF PAPER IF YOU NEED ADDITIONAL SPACE.

Provide names and address of property owners within 200 feet radius of the property or a complete waiver form. If someone in the 200 ft area doesn't sign, there name must be on the list so a mailing can be sent out.

1. \_\_\_\_\_
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If you need additional space, please use the back of this page.

### 1254.03 PERMIT APPLICATIONS.

Any owner of property (or an owner's agent) for which a conditional use is proposed shall complete an application for a conditional use permit and submit it to the Zoning Administrator, who shall transmit it (when complete with all of the required information) to the Board of Zoning Appeals within seven days. At a minimum, the application shall contain the following information:

- (a) The name, address and telephone number of the applicant;
- (b) A legal description of the property;
- (c) The zoning district;
- (d) A description of the existing use;
- (e) A description of the proposed conditional use;
- (f) A plan of the site for the proposed conditional use showing the location of all property lines, structures, parking and loading areas, streets and traffic accesses, open spaces, refuse and service areas, utilities, signs, yards, landscaping features and such other information as the Board may require;
- (g) A list containing the names and mailing addresses of all owners of any property that has any lot line located within 200 feet of any property line of the property in question.
- (h) A fee, as established by ordinance of Council; and
- (i) A narrative addressing each of the applicable standards and criteria contained in Sections 1254.04, 1254.05 and 1254.06.

(Ord. 186-91. Passed 10-15-92.)