

# PRAIRIE TOWNSHIP

Zoning Department  
 25 Maple Drive  
 Columbus, Ohio 43228  
**BOARD OF ZONING APPEALS**

## CONDITIONAL USE PERMIT APPLICATION

*Revised November 1, 2007*

| To Be Completed By the Zoning Department Staff |                   |
|--|-------------------|
| <b>Application Number:</b>                     | <b>Receipt #:</b> |
| <b>Project Location:</b>                       | <b>Amount:</b>    |
| <b>Parcel Number:</b>                          | <b>Date:</b>      |
| <b>Current Use:</b>                            | <b>By:</b>        |
| <b>Zoning:</b>                                 |                   |

| 1. To Be Completed By Applicant<br>(Please Print or Type) |                          |
|---|--------------------------|
| <b>APPLICANT DATA</b>                                     |                          |
| Name:   |                          |
| Company Name  |                          |
| Address:  |                          |
| Telephone No.:  | Fax No.:                 |
| <b>PROPERTY DATA</b>                                      |                          |
| Owner's Name:   |                          |
| Property Address:   |                          |
| Telephone No.:  | Fax No. or Email:        |
| Township:   | Subdivision Name:        |
| Zoning:   | Floodplain:<br>Yes or No |
| Dimensions of Subject Property                            |                          |
| Frontage:   | Depth:                   |
| Acreage:  |                          |
| Existing Utilities:                                       |                          |

|   |  |
|---|--|
| Water: <ul style="list-style-type: none"> <li><input type="checkbox"/> Public (Central)</li> <li><input type="checkbox"/> Private (Onsite)</li> </ul> | Wastewater: <ul style="list-style-type: none"> <li><input type="checkbox"/> Public (Central)</li> <li><input type="checkbox"/> Private (Onsite)</li> </ul> |
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## 2. Conditional Use Request

Supporting information: At a minimum, the application shall contain the following information:

1. A list of the names and mailing addresses of owners of all adjacent property owners and owners of property across the street from and within 1,000 feet of the proposed use. In the case of a platted subdivision, the distances shall be reduced to 300 feet from the center of the lot in question.
2. A narrative statement evaluating the impact upon adjoining property; the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property; a discussion of the general compatibility with adjacent and other properties in the district; and the relationship of the proposed use to the comprehensive plan.
3. Sufficient information demonstrating that the proposed conditional use meets the requirements set forth in Section 563 of the resolution.
4. Such other information regarding the property, proposed use, or surrounding areas, as may be pertinent to the application or required for appropriate action by the BZA.
5. Three (3) copies of a plot plan, drawn to an appropriate scale, clearly showing the following:
  - a) The boundaries and dimensions of the subject tract; and
  - b) The size and location of existing and proposed structures; and
  - c) Traffic access points, traffic circulation, and parking and loading facilities; and
  - d) A listing of utilities servicing or proposed to service the subject tract; and
  - e) The proposed use of all parts of the subject tract, including structures, access ways, walks, open spaces, landscaping, refuse and service areas, signs and yards; and
  - f) The relationship of the proposed development to the District and Supplementary District Standards; and
  - g) Such other information as the BZA may require to determine if the proposed conditional use meets the applicable requirements of this Resolution.
  - h) The relationship of the proposed development to the District and Supplementary District Standards; and

### **3. General Standards**

#### **General Standards Applicable to all Conditional Uses**

In addition to the specific requirements for conditionally permitted uses as specified in Section 568, the Board 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:

1. Is in fact a conditional use as established under the provisions of Article 9;
2. Will be harmonious with and in accordance with the general, objectives, or with any specific objective of the Township's comprehensive plan and/or the zoning Resolution;
3. 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;
4. Will not be hazardous or disturbing to existing or future neighboring uses;
5. 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;
6. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to economic welfare of the community;
7. 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, glare, or odors;
8. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares;
9. Will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance.

#### **4. Home Occupation Conditions:**

According to the Conditional Use requirements, I must meet the conditions under Section 568 #2 (Home Occupation – A-H):

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***a) All home occupations shall be conducted entirely within the dwelling unit, and the use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants.***

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***b) No more than one person other than members of the family residing on the premises shall be engaged in such occupation.***

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**c) The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than twenty-five (25) percent of floor area of the dwelling unit shall be used in the conduct of the home occupation.**

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**d) There shall be no sale on the premises of commodities not produced as the result of the home occupation. On premises sales shall be limited to commodities produced as a result of the home occupation or products of a direct sales organization including such organizations as Amway, Avon, Mary Kay Cosmetics, Shaklee, or other similar organizations as determined by the Zoning Inspector.**

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**e) There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation.**

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**f) No traffic shall be generated by such home occupation in greater volume than would normally be expected in a residential neighborhood, and any need for parking generated by the conduct of such home occupation shall meet the off-street parking requirements as specified in this Resolution, and shall not be located in a required front yard.**

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**g) No equipment or process shall be used in such home occupation, which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot. In the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises, or cause fluctuation in line voltage off the premises.**

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**h) Signs for a home occupation shall not be permitted except in the Rural (R) District. Signs for home occupations in the Rural District shall not exceed nine (9) square feet in area, and shall not be located closer than ten (10) feet from the road right-of-way line and shall not impede traffic visibility.**

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**5. Notice to Nearby Property Owners**

All appeal/variance applications shall include a current list of the names and mailing addresses of owners of all adjacent property and owners of that property directly across the street from and within 1,000 feet of the subject tract. In the case of a platted subdivision, the distance shall be reduced to 300 feet from the center of the subject tract.

**6. Conditional Use Fee** *(Fees Subject to Change)*

The fee as prescribed in Section 360, Prairie Township Zoning Resolution, shall be submitted with the application. Fees are as follows:

*Single Family Dwelling - \$300.00 plus \$2.50 for each person to be notified*

*Business and all others - \$500.00 plus \$2.50 for each person to be notified*

**I hereby certify that the facts, statements, and information presented within this application form are true and correct to the best of my knowledge and belief. I hereby understand and certify that any misrepresentation or omissions of any information required in this application form may result in my application being delayed or not approved by the Prairie Township Board of Zoning Appeals. I hereby certify that I have read and fully understand all the information required in this application form.**

*\*Applicant/Agent must provide documentation that they are legally representing the property owner.*

*\* Approval does not validate the responsibility of the property owner to meet all restrictions and covenants that ate on that property.*

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**Signature of Applicant**

**Date**

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**Signature of Owner**

**Date**

## Checklist for Submittal of Requirements for a Conditional Use

| Section | Applicant Initials | Intake Initials | Requirements  |
|---------|--------------------|-----------------|---|
| 1.      |                    |                 | Completed owner and property information  |
| 2.      |                    |                 | Completed <u>application</u> information  |
| 3.      |                    |                 | Completed <u>written statement</u> for request and submitted notarized property owner signature |
| 4.      |                    |                 | Addressed Conditional Use - <u>Home Occupation</u> requirements                                 |
| 5.      |                    |                 | Included <u>Notice to Nearby Property Owners</u> list   |
| 6.      |                    |                 | Paid <u>Conditional Use Fee</u>   |

