

Board of Zoning Adjustment Schedule

111 N Front Street, Columbus, Ohio 43215
Phone: 614-645-4522 • ZoningInfo@columbus.gov • www.bzs.columbus.gov

Applications must be submitted by appointment. Call 645-4522 for Public Hearings staff to schedule.

CUTOFF

November 18, 2019

December 16, 2019

**January 21, 2020

**February 18, 2020

March 16, 2020

April 20, 2020

May 18, 2020

June 15, 2020

July 20, 2020

August 17, 2020

September 21, 2020

October 19, 2020

November 16, 2020

*December 14, 2020

HEARING DATE

(Earliest Possible)

January 28, 2020

February 25, 2020

March 24, 2020

April 28, 2020

May 26, 2020

June 23, 2020

July 28, 2020

August 25, 2020

September 22, 2020

October 27, 2020

November 24, 2020

*December 14, 2020

January 26, 2021

February 23, 2021

*2nd Monday due to holiday.

**Tuesday due to holiday.

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PUBLIC HEARINGS APPLICATION INSTRUCTIONS

Call 614-645-4522 to schedule a filing appointment. All applications must be submitted in **duplicate**.

THINGS TO REMEMBER

- Applications are accepted by appointment only, and incomplete applications will NOT be accepted.
- It is the applicant's responsibility to identify all variances required for the project. If any necessary variances are not included, a new application (and applicable fees) will be required.
- Applicants must confirm whether the subject site lies within the boundaries of an Area Commission, Historic Architectural Review Commission or recognized civic association. You can visit the website at <https://www.columbus.gov/areacommissions/>, then search by address for Area Commission or click the link at the bottom of the page for the civic association listing. You may also contact the Department of Neighborhoods at 614-645-1993 to confirm the area where the site is located. The applicant must arrange to meet with the group identified above, and obtain a written recommendation prior to the public hearing.
- Be advised that the applicant will be assessed additional fees for requests for tabling, reconsideration, amended proposals, etc. These fees are listed on the Department of Building and Zoning Services website.
- The City of Columbus makes no determination whether a property contains area(s) that might be classified as wetlands by the Army Corps of Engineers and the Ohio Environmental Protection Agency; nor does approval at the public hearing imply the site has complied with wetlands guidelines. It is the applicant's responsibility to determine if wetlands exist on the site.
- A traffic impact and/or access study may be required by the Department of Public Service, Division of Traffic Management; the applicant should make contact for this determination as early as possible. All traffic studies must be submitted forty-five (45) days prior to the deadline for the public hearing agenda.
- The Development Department Planning Division, as part of the rezoning or variance process, reviews applications for consistency with adopted city plans. As part of that review, detailed information such as a site plan or building elevations may be requested. These materials are not necessarily required as part of the rezoning or variance application, but may be requested as part of the application review. Contact the Planning Division at planninginfo@columbus.gov or 614-724-4437 for more information.
- For properties undergoing annexation, applications cannot be accepted until the County Commissioners have approved the annexation petition.
- All zoning legislation passed by City Council becomes effective thirty (30) days after passage unless amended to emergency with the approval of the City Clerk's Office and Zoning Chair. Applicants should contact the City Clerk's Office at 614-645-7380 for information about requesting emergency legislation. Building permits will not be issued until the legislation is effective. Board of Zoning Adjustment and Graphics Commission actions are effective immediately.
- Other permits, clearances, and/or licenses may be required.

PLEASE NOTE: Incomplete information will result in the rejection of this submittal.

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