

Submittal Deadline Schedule

111 North Front Street, Columbus, Ohio 43215

Phone: 614-645-4522 • www.columbus.gov/bzs • zoninginfo@columbus.gov

Applications must be submitted by appointment.

Call 614-645-4522 for Public Hearings staff to schedule.

CUT-OFF DATE*

January 29, 2019

February 26, 2019

March 26, 2019

April 23, 2019

May 28, 2019

June 25, 2019

July 23, 2019

August 27, 2019

September 24, 2019

October 29, 2019

November 26, 2019

December 24, 2019

January 28, 2020

February 25, 2020

STAFF REVIEW DATE **

February 21, 2019

March 21, 2019

April 18, 2019

May 16, 2019

June 20, 2019

July 18, 2019

August 15, 2019

September 19, 2019

October 17, 2019

November 21, 2019

December 19, 2019

January 16, 2020

February 20, 2020

March 19, 2020

*FOR BOTH REZONING AND COUNCIL VARIANCE APPLICATIONS

**DEVELOPMENT COMMISSION AND CITY COUNCIL MEETING DATES TBD

**Development Commission Schedule
(for Rezoning Applications)**

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FINAL DC MATERIALS DUE BY

December 21, 2018

January 22, 2019

February 19, 2019

March 19, 2019

April 16, 2019

May 21, 2019

June 18, 2019

July 16, 2019

August 20, 2019

September 17, 2019

October 22, 2019

November 19, 2019

December 17, 2019

January 21, 2020

February 18, 2020

March 17, 2020

April 21, 2020

DC MEETING DATES **

January 10, 2019

February 14, 2019

March 14, 2019

April 11, 2019

May 9, 2019

June 13, 2019

July 11, 2019

August 8, 2019

September 12, 2019

October 10, 2019

November 14, 2019

December 12, 2019

January 9, 2020

February 13, 2020

March 12, 2020

April 9, 2020

May 14, 2020

MEETINGS WILL BE HELD IN THE SECOND FLOOR HEARING ROOM. ALL MEETINGS BEGIN AT 6:00 PM.

STAFF ISSUES MUST BE RESOLVED AND NEIGHBORHOOD GROUP RECOMMENDATIONS MUST BE COMPLETE BEFORE APPLICATIONS ARE CONSIDERED BY THE DEVELOPMENT COMMISSION.

Zoning Public Hearings

111 North Front Street, Columbus, Ohio 43215

Phone: 614-645-4522 • www.columbus.gov/bzs • zoninginfo@columbus.gov

PUBLIC HEARINGS APPLICATION INSTRUCTIONS

Call 614-645-4522 for Public Hearings staff to schedule. 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 discovered after your application is approved, a new application and fee 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, and the applicant should make contact for this determination as early as possible. All traffic studies must be submitted 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 on the 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.
- Final materials for ordinance preparation must be submitted to staff two weeks prior to the targeted ordinance submittal deadline. The submittal deadline is 17 days prior to the Council Zoning Meeting date. Check with Council Activities Staff for specific deadline dates. Late submittals will be held for the next ordinance submittal deadline. The Council Zoning Chair decides which items are to be scheduled on the Zoning Agendas, and inquiries regarding scheduling should be directed to that office.
- All zoning legislation passed by City Council becomes effective 30 days after passage unless amended to emergency with the approval of the City Clerk's Office. Applicants should contact the City Clerk's Office at 614-645-7380 for information about requesting emergency legislation.
- Other permits, clearances and/or licenses may be required.