

## *DEVELOPMENT COMMISSION SCHEDULE*

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

### CUTOFF

### Earliest Possible HEARING DATE

November 3, 2009	January 14, 2010
December 1, 2009	February 11, 2010
December 29, 2009	March 11, 2010
February 2, 2010	April 8, 2010
March 2, 2010	May 13, 2010
March 30, 2010	June 10, 2010
May 4, 2010	July 8, 2010
June 1, 2010	August 12, 2010
June 29, 2010	September 9, 2010
August 3, 2010	October 14, 2010
August 31, 2010	November 11, 2010
October 5, 2010	December 9, 2010
November 2, 2010	January 13, 2011
November 30, 2010	February 10, 2011
January 4, 2011	March 10, 2011
February 1, 2011	April 14, 2011
March 1, 2011	May 12, 2011

# PUBLIC HEARINGS APPLICATION INSTRUCTIONS

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

## THINGS TO REMEMBER

- Applications are accepted by appointment only.
- Incomplete applications will NOT be accepted.
- 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 [www.cityofcolumbus.org](http://www.cityofcolumbus.org), choose Department of Development, Neighborhood Services Division, Neighborhood Liaison, then click on Area Commission or civic association. You may also contact the Neighborhood Liaison for 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 Planning and Operations 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.
- For properties undergoing annexation, applications cannot be accepted until the County Commissioner's have approved the annexation petition.
- 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 645-7380 for information about requesting emergency legislation. Board of Zoning Adjustment and Graphics Commission actions are effective immediately. Applications for building permits may not be submitted until the legislation is effective.
- Other permits, clearances and/or licenses may be required.