

# GRAPHICS COMMISSION SCHEDULE

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

## **CUTOFF**

December 12, 2011  
January 9, 2012  
February 6, 2012  
March 5, 2012  
April 9, 2012  
May 7, 2012  
June 11, 2012  
July 9, 2012  
August 6, 2012  
September 10, 2012  
October 8, 2012  
November 5, 2012  
December 10, 2012  
January 7, 2013  
February 4, 2012

## **HEARING DATE**

(Earliest Possible)

February 21, 2012  
March 20, 2012  
April 17, 2012  
May 15, 2012  
June 19, 2012  
July 17, 2012  
August 21, 2012  
September 18, 2012  
October 16, 2012  
November 20, 2012  
December 18, 2012  
January 15, 2013  
February 19, 2013  
March 19, 2013  
April 16, 2013

# 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.