

CLAY TOWNSHIP

PROUD TO SERVE

8207 ARLINGTON ROAD
BROOKVILLE, OHIO 45309
Phone 937/833-6435
Fax 937/833-6211

PROCEDURES FOR FILING AN APPLICATION FOR A CHANGE OF ZONING DISTRICT

APPLICATION

A general application form will be furnished to each applicant by the Secretary. Eight (8) TYPEWRITTEN copies shall be filed with the Commission, and one (1) copy may be retained by the applicant. Each and every question shall be fully answered. If necessary, lengthy descriptions may be outlined on an attached sheet.

The application shall include the following statements:

1. A descriptive statement of the present and proposed provisions of this Zoning Resolution or the proposed change of the district boundaries of the Zoning District Map.
2. A description (Deed) sufficient to identify the property including a reference of volume and page or microfiche number of the last recorded deed or Parcel ID number and/or address.
3. The proposed use of the property.
4. A statement of the necessity or desirability of the proposed use to the neighborhood or community.
5. A statement of the relationship of the proposed use to adjacent property and land use.
6. Such other information regarding the property, proposed use, or surrounding area as may be pertinent to the application or required for appropriate action by the Rural Zoning Commission or County Commissioners.

The application shall be accompanied by eight (8) copies of a plot plan, prepared by a Registered Engineer, Architect or Surveyor of the State of Ohio, drawn to an appropriate scale, clearly showing the following.

1. The map, drawn to scale, the finished size of which shall be not less than 8 ½ X 11 and not more than 24 X 36 inches in size.
2. The map shall show the property lines of all lands included within a distance of five hundred (500) feet of the lands, as well as the land sought to be reclassified.
3. The boundaries and dimensions of the lot shall be shown on the map. Street right-of-way, and other information pertinent to properly identifying the land sought to be appealed shall be shown on the map.
4. The size and location of existing and proposed structures.
5. The proposed use of all parts of the lot and structures, including access ways, walks, off-street parking and loading spaces, and landscaping.
6. The use of land and location of structures on adjacent properties.
7. A list of all owners, along with their addresses, of land within five hundred (500) feet of the land sought to be appealed, shall be submitted either as a part of the map or as a supplement thereto. The address of owners of land shall be that appearing on the current County Auditor's tax list or County Treasurer's mailing list (a printout from their office.)
8. A letter from Montgomery County Soil & Water Conservation District shall be obtained as to the drainage recommendations for the proposal, if needed.

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APPLICATION FOR CHANGE OF ZONING DISTRICT

FOR CLAY TOWNSHIP ZC USE ONLY:

CASE NUMBER _____ FEE RECEIPT NUMBER _____

DATE FILED _____ RECEIVED BY _____

PLEASE TYPE INFORMATION - USE ADDITIONAL SHEETS AS NECESSARY

The applicant _____

Address _____

being the owner(s) or lessee(s) of land located at _____

_____ hereby makes application to have said
land

reclassified from the _____ zoning

district(s) to the _____ zoning district(s).

A. DESCRIPTION AND/OR LOCATION OF LAND

1. The area of land sought to be reclassified contains approximately _____
_____ (acres or square feet) and is located along (circle appropriate direction)
the north, south, east, west side of _____
(road, street or avenue) approximately _____ feet of (circle
appropriate direction) north, south, east, west of _____
_____ (road, street or avenue).

2. The area of land for consideration is further described in MICRO # _____ and/or Deed Book # _____, Page # _____, and is located in Section _____, Town _____, Range _____, _____ Township, Montgomery County, Ohio. A copy of the legal description of the above land is required.

B. DEVELOPMENT DATA

1. Total Land Area _____ (acres or square feet)
2. Residential
 - a. Total Land Area _____ (acres or square feet)
 - b. Total Floor Area _____ (acres or square feet)
 - c. Number of Dwelling Units _____
 - d. Types of Dwelling Units (Key to Development Plan)
 - e. Average size of Dwelling Unit _____ (square feet)
 - f. Building Height (Key to Development Plan)
 - g. Land Use Intensity (LUI) _____

	Minimum required	proposed
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 - h. Density _____ square feet of Land Area per Dwelling Unit
 - i. Lot Coverage (Percent) _____
 - j. Number of Parking Spaces (surface and enclosed) _____
3. Nonresidential
 - a. Total Land Area _____ (acres or square feet)
 - b. Total Floor Area _____ (acres or square feet)
 - c. Floor Area by Use
 - d. Types of Uses (Key to Development Plan)
 - e. Building Height (Key to Development Plan)
 - f. Lot Coverage (Percent) _____
 - g. Number of Parking Spaces (surface and enclosed) _____

C. LIST OTHER COMMENTS that are pertinent to consideration for reclassification. These are listed in the requirements and instructions to be followed in securing a change in zoning.

D. REASONS FOR NEED TO RECLASSIFY

The applicant shall prepare a definitive statement on how the Planned Development will fulfill each of these particular requirements.

1. The Planned Development can be substantially completed within the period of time specified in the schedule of development submitted by the developer.

2. Facts that support your position that the present zoning is not related to the public health, safety or morals.

3. The site will be accessible from public roads that are adequate to carry the traffic that will be imposed upon them by the proposed Development and the streets and driveways on the site of the proposed Development will be adequate to serve the residents or occupants of the proposed Development.

4. Traffic control signals will be provided without expense to Montgomery County when the County Engineer determines that such signals are required to prevent traffic hazards or congestion in adjacent street.

5. The Development will not impose an undue burden on public services and facilities, such as fire and police protection.

6. The site can be serviced by public sewer and water and that proper storm drainage will be provided.

7. The Development Plan contains such proposed covenants, easements and other provisions relating to the proposed development standards, as are reasonable and required for the public health, safety and morals.

8. The location and arrangement of structures, parking area, walks, lighting and appurtenant facilities shall be compatible with the surrounding land uses.

9. Any part of a Planned Development not used for structures, parking and loading area, or access ways, shall be landscaped or otherwise improved.

10. When business or manufacturing structures or uses in a Planned Development District abut a Residential District, screening shall be provided as described in Articles 32, 33, 34, and 35.

11. In no event shall a business or manufacturing structure in a Planned Development District be located nearer than one hundred fifty (150) feet to a residential building.

AFFIDAVIT

Before completing this application and executing the following affidavit, it is recommended that this application be discussed with the staff of the Montgomery County Rural Zoning Commission.

APPLICANT AFFIDAVIT

STATE OF OHIO
COUNTY OF MONTGOMERY

I (we), _____
being duly sworn, depose and say that I am/we are the owner(s)/lessee(s) of land included in this application and that the foregoing statement herein contained and attached, and information or attached exhibits, thoroughly, to the best of my/our ability, present the arguments in behalf of the application herewith submitted, and that the statements and attached exhibits above referred to, are in all respects true and correct to the best of my/our knowledge and belief.

(signature)

(phone)

(mailing address)

(city, state, zip code)

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

Person to be contacted for details, if other than above signatory

(name) (address) (phone)