



ZONING RESOLUTION AMENDMENT APPLICATION

5111 South Old 3C Highway, Westerville, OH 43082

P: 614.899.0725

www.GenoaTwp.com

Zoning@GenoaTwp.com

DEPARTMENT OF
DEVELOPMENT & ZONING

#: _____

APPLICANT INFORMATION

Name(s): _____

Street Number: _____ Street Name: _____

City: _____ State: _____ ZIP Code: _____

Phone Number: () _____ Fax Number: () _____

E-Mail Address: _____

PROPERTY INFORMATION - In accordance with Ohio Revised Code Section 519.12, in order to initiate text amendments, the applicant must own or lease land within the area proposed to be changed. If the subject property is the same as listed above, check here:

Development/Subdivision Name (if applicable): _____

Street Number: _____ Street Name: _____

City: _____ State: OH _____ ZIP Code: _____

REPRESENTATIVE INFORMATION—If the same as owner, check here:

Name(s) and Firm/Company: _____

Street Number: _____ Street Name: _____

City: _____ State: _____ ZIP Code: _____

Phone Number: () _____ Fax Number: () _____

E-Mail Address: _____

PROJECT INFORMATION

Proposed amendments, including the affected Zoning Resolution section number(s) (attach separate sheets, if necessary):

Provide a brief description of the purpose of the amendment(s) (attach separate sheets, if necessary):

By signing this application, I hereby acknowledge the following: that I initiate the proposed text amendments to the adopted Genoa Township Zoning Resolution; that I have provided all required and applicable fees, materials, plans, and documentation, as well as the proper number of copies of each; that the information contained herein, as well as on all supplemental materials being submitted is true and correct; that my application will be reviewed as submitted and may only be amended by re-submission; that the subject request may require review by other governmental agencies; that I and/or my agent will represent this application at any and all public hearings, be they held by Genoa Township or Delaware County; that the applicant owns or leases land within the area proposed to be changed or affected; that by signing this application I am the official applicant of record for this request; and that this application may be rejected and returned, or denied, if found to be administratively incomplete and/or not in compliance with the Genoa Township Zoning Resolution.

Printed Name(s) of Applicant(s)

Signature(s) of Applicant(s)

Date: _____

PLEASE DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY

Date Received: _____ Received By: _____ Payment Type: _____ Check No.: _____ Amount: _____

Application Complete? ___ Yes ___ No Staff Completing Review: _____

DCRPC Recommendation: ___ Approval ___ Denial Date of Action: _____

NOTES: _____

Zoning Commission Action: ___ Approved ___ Denied Date of Action: _____

NOTES: _____

Board of Trustees Action: ___ Approved ___ Denied Date of Action: _____

NOTES: _____

GENOA TOWNSHIP - ZONING RESOLUTION AMENDMENT APPLICATION SUBMISSION CHECKLIST AND GUIDELINES

This document is for reference purposes only. Please do not submit it with your application.

CHECKLIST—The following items must be submitted:

1. **Completed Application Form:** Please completely fill out, sign, and date the application form. Submission of an incomplete application may delay processing.
2. **Township Fee (per current fee schedule):** Fees must be paid at the time the application is submitted. Only checks (made payable to Genoa Township) or credit cards are accepted. Credit cards must be presented in person at the Administrative Office, information cannot be taken over the phone.
3. **Delaware County Regional Planning Commission Fee (per current fee schedule):** Fees must be paid at the time the application is submitted. Please contact the Regional Planning Commission with any questions about their fees.
4. **Materials:** 10 copies of the proposed text amendment(s), written verbatim with specific references to all text proposed for removal and that proposed for addition or modification. New sets will need to be submitted with each revision. NOTE: Only 6 copies of said materials are required for the Trustees hearing.
5. **Digital Copy:** A CD containing digital copies of said materials (in a commonly used file format such as PDF or JPEG). A new CD will need to be submitted with each revision.

WHERE TO FIND INFORMATION:

- The Genoa Township Zoning Resolution and the Genoa Township Comprehensive Plan can both be viewed online at: www.GenoaTwp.com/ZoningDocs. NOTE: Only applications to amend the Zoning Resolution will be accepted. The Comprehensive Plan is not subject to such a process. An amendment or update of the adopted Comprehensive Plan can only be initiated by the Township.
- Public records are may be available at www.GenoaTwp.com/WebSearch or 614.899.0725. Public record reproduction fees may apply.
- Property information, recorded plat maps, subdivision information, square footage of parcels/lots and some buildings, as well as zoning district classification are available on the Delaware County Auditor's website, www.delco-gis.org/auditor.

CONTACT INFORMATION:

ORGANIZATION	WEBSITE	PHONE NUMBER
Delaware Co. Regional Planning (DCRPC)	www.dcrpc.org	740.833.2260
Genoa Township Fire Marshal	www.GenoaTwp.com/Fire	614.568.2040
Delaware County Code Compliance	codecompliance.co.delaware.oh.us	740.833.2200
Delaware General Health District	www.delawarehealth.org	740.368.2300
Ohio Utilities Protection Service (OUPS)	www.oups.org	800.362.2764 or 811
Delaware Soil and Water District	soilandwater.co.delaware.oh.us	740.368.1921
Delaware Regional Sewer District	regionalsewer.co.delaware.oh.us	740.833.2240
Delaware County Engineer	engineer.co.delaware.oh.us	740.833.2400

Questions? Please contact the Development and Zoning office at 614.899.0725 or Zoning@GenoaTwp.com.