



CITY OF  
**PICKERINGTON**

**APPLICATION FOR TEXT AMENDMENT**

Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Current Use and Address: \_\_\_\_\_

Proposed Use or Improvement: \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Area of Parcel: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

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**Please submit the following with this application:**

1. Legal description (in meets and bounds) and location map of property(s) boundary for text amendment (15 copies 11 x 17). Plans must be folded to 8½ x 11; rolled plans will not be accepted.
2. A zoning plat that includes all County parcel numbers, property owners and addresses of property within, contiguous to and directly across the street from the area for text amendment as shown on the Fairfield/Franklin County Auditors Tax Parcel Map.
3. A separate list of property owners and addresses shall be provided. The Planning and Zoning Director will notify effected parties via certified mail at the applicant's expense. The applicant is responsible for providing an accurate list of owners and any errors will be the responsibility of the applicant.
4. Proposed development plan(s) if applicable 10 copies at 24 x 36 and 15 copies at 11 x 17).
5. A letter of intent describing the rational for the text amendment.
6. The appropriate fee payable to the City of Pickerington.
  - a. Residential: \$100.00 (additional \$50.00 per dwelling unit over one unit)
  - b. Non-residential: \$250.00

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**Important things to remember:**

- **Plans must be folded to 8½ x 11; rolled plans will not be accepted.**
- The signature of both the applicant and the owner must be present if the applicant does not own the property.
- By signing this document you agree to the submittal requirements of the text amendment for which you are applying.

Revised: 11/10/2020



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**2023 SCHEDULE OF SUBMISSION DEADLINES AND PUBLIC HEARINGS  
FOR ZONING AMENDMENTS**

<b>Submission Deadline</b> (one month prior to P&Z meeting)	<b>P&amp;Z Meeting</b> (2 <sup>nd</sup> Tuesday of the month)	<b>Service Committee Meeting</b> (Wed. following the 2 <sup>nd</sup> City Council meeting)	<b>City Council Meeting*</b> (1 <sup>st</sup> & 3 <sup>rd</sup> Tuesdays of the month)
December 13, 2022	January 10, 2023	January 18	TBD
January 10	February 14	February 22	TBD
February 14	March 14	March 22	TBD
March 14	April 11	April 19	TBD
April 11	May 9	May 17	TBD
May 9	June 13	June 21	TBD
June 13	July 11	July 19	TBD
July 11	August 8	August 16	TBD
August 8	September 12	September 20	TBD
September 12	October 10	October 18	TBD
October 10	November 14	November 22	TBD
November 14	December 12	December 20	TBD
December 12, 2023	January 9, 2024	TBD	TBD

\*The City Council meeting date is at the discretion of Service Committee and is contingent on the Service Committee approving the case. The City of Pickerington requires three readings of the case prior to final approval. The first reading may occur at the same meeting as the initial City Council public hearing. A 30-day referendum period is required after the third Council reading, before the case is effective.

Revised: 11/10/2020