



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: _____

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

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



CITY OF PICKERINGTON

2025 SCHEDULE OF SUBMISSION DEADLINES AND PUBLIC HEARINGS FOR ZONING AMENDMENTS

Submission Deadline (one month before P&Z meeting)	P&Z Meeting (2 nd Tuesday of the month)	Service Committee Meeting (Wed. following the 2 nd City Council meeting)	City Council Meeting* (1 st & 3 rd Tuesdays of the month)
December 10, 2024	January 14, 2025	January 15	TBD
January 14	February 11	February 19	TBD
February 11	March 11	March 19	TBD
March 11	April 8	April 16	TBD
April 8	May 13	May 21	TBD
May 13	June 10	June 15	TBD
June 10	July 8	July 16	TBD
July 8	August 12	August 20	TBD
August 12	September 9	September 17	TBD
September 9	October 8	October 22	TBD
October 8	November 11	November 19	TBD
November 11	December 9	December 17	TBD
December 9, 2025	January 13, 2026	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