

CONDITIONAL USE PERMIT APPLICATION

Perkins Township Community Development Department
 2610 Columbus Avenue, Sandusky, OH 44870
 www.perkinstownship.com (419) 609-1435



PROPERTY OWNER INFORMATION			APPLICANT TO PROVIDE 1. Non-refundable application fee of \$350.00 (Fees may be paid by cash, check, or credit card (5% convenience fee). Checks should be made out to "Perkins Township"). 2. Two (2) copies of the application form and all supporting documents. 3. <u>Supporting Documents:</u> <ul style="list-style-type: none"> Legal description of the property. Site plan, including dimensions and setback distance(s) of all proposed structures or land uses. Narrative discussing how the conditional use will affect the surrounding area. "Letter of Authorization," if applicable.
OWNER NAME			
OWNER ADDRESS			
PHONE	EMAIL ADDRESS		
APPLICANT INFORMATION Check if the same as above.			
APPLICANT NAME			
APPLICANT ADDRESS			
CITY, STATE , ZIP			
PHONE			
EMAIL ADDRESS			
PROPERTY/LOCATION INFORMATION			
PARCEL NUMBER	CURRENT ZONING	ACREAGE	
ADDRESS	SUBDIVISION		
DESCRIPTION OF EXISTING USE			
DESCRIPTION OF PROPOSED CONDITIONAL USE			
APPLICATION AUTHORIZATION			
**I hereby certify that I am the owner and/or applicant and all information contained in this application is true, accurate and complete to the best of my knowledge. All official correspondence in connection with the application should be sent to my attention at the address shown above.			
PRINT: Owner/ Applicant		DATE:	
SIGNATURE: Owner/ Applicant			
Please note the following: (1) Applicants acting as an authorized agent of the property owner must also submit a signed and dated "Letter of Authorization" from the owner granting the applicant the authority to represent them, submit the application, and communicate on their behalf.			
STAFF REVIEW			
Submittal Date: <input type="radio"/> Walk In <input type="radio"/> Mailed <input type="radio"/> Emailed		Processed By:	
Signature	Title	Date	



PERKINS TOWNSHIP BOARD OF ZONING APPEALS 2025 MEETING SCHEDULE

DEADLINE FOR SUBMISSION 4:00 PM DEADLINE				MEETING DATE 4:00 PM MEETING TIME			
Monday	December	30	2024	Tuesday	January	21	2025
Monday	January	27	2025	Tuesday	February	18	2025
Monday	February	24	2025	Tuesday	March	18	2025
Monday	March	31	2025	Monday	April	21	2025
Monday	April	21	2025	Monday	May	12	2025
Tuesday	May	27	2025	Monday	June	16	2025
Monday	June	30	2025	Monday	July	21	2025
Monday	July	28	2025	Monday	August	18	2025
Monday	August	25	2025	Monday	September	15	2025
Monday	September	29	2025	Monday	October	20	2025
Monday	October	27	2025	Monday	November	17	2025
Monday	November	24	2025	Monday	December	15	2025
Monday	December	29	2025	Tuesday	January	20	2026

Notes:

- Applications are available in the Perkins Township Community Development Office or online at www.perkinstownship.com
- All application fees are non-refundable.
- All applications should be accompanied by 2 copies of the application and supporting documents.
- If you have any questions, please contact the Zoning Inspector at 419-609-1437.

**Perkins Township Community Development Office
Perkins Township Services Facility
2610 Columbus Avenue, Perkins Township, OH 44870**