



APPLICATION FOR:

- ☐ **ADMINISTRATIVE INTERPRETATION**
(fee: \$100.00) – 30 days to process
- ☐ **SPI -- MODIFICATION OF STANDARD**
(fee: \$891.00) - Follows ZCP Submittal Schedule
- ☐ **MODIFICATION / WAIVER OF LANDSCAPE STANDARDS**
(fee: \$543.00) - Follows ZCP Submittal Schedule
- ☐ **LOCALIZED ALTERNATIVE SIGN REGULATIONS**
(fee: \$1,782.00) – Follows PUD Submittal Schedule

Submit To:

HAMILTON COUNTY PLANNING + DEVELOPMENT DEPARTMENT
TODD B. PORTUNE CENTER FOR COUNTY GOVERNMENT
138 EAST COURT STREET, RM. 801, CINCINNATI, OH 45202-1237
PHONE: 513-946-4550

APPLICANT: _____ PHONE: _____

ADDRESS: _____ CITY/STATE/ZIP: _____

SIGNATURE: _____ DATE: _____

ZONE CASE NUMBER/SITE IDENTIFICATION: _____

SPECIFIC REQUEST: _____

APPLICATION REQUIREMENTS

- (a) Five (5) copies of the proposed site plan and planting detail. (WHEN APPLICABLE)
- (b) A letter stating:
1. The facts of the specific situation/modification requested.
 2. The specific *existing provision* for which an interpretation, adjustment, modification, credit or waiver is sought.
 3. The precise interpretation, adjustment, modification or waiver *requested in this application*.
- (c) COMPLETED application form.
- (d) Application Fee – a 5% technology fee will be added to all fees effective 1/17/17

SUBMISSION PROCEDURES:

1. Administrative Interpretations -- See Section 23-4 for details.
2. Modification of Standards applying to SPI Plan -- See Section 8-6.2 for details.
3. Modification / Waiver of Landscape Standards -- See Section 12-6.6, 12-6.8, 14-5, 14-7.3 and 15.6 for details.
4. Localized Alternative Sign Regulations – See Section 13-14 for details.

FOR OFFICE USE ONLY:

DATE APPLICATION RECEIVED: _____ COMPLETE: _____ FEE PAID: _____

APPLICATION SENT TO: ☐ ADMINISTRATIVE OFFICIAL
☐ RURAL ZONING COMMISSION
☐ REGIONAL PLANNING COMMISSION
☐ BOARD OF ZONING APPEALS
☐ BOARD OF COUNTY COMMISSIONERS

ACTION: _____ SIGNATURE: _____ DATE: _____