



BOARDS & COMMISSIONS APPLICATION

132 North Elmwood Avenue
330-722-9038
www.medinaoh.org

Application Number _____

GENERAL	Date of Application _____ Property Location _____ Description of Project _____ _____ _____
CONTACT INFORMATION	Applicant Name _____ Address _____ City _____ State _____ Zip _____ Phone _____ Email _____ Property Owner Name _____ Address _____ City _____ State _____ Zip _____ Phone _____ Email _____
APPLICATION TYPE	Planning Commission Site Plan <input type="checkbox"/> Conditional Zoning Certificate <input type="checkbox"/> Code or Map Amendment <input type="checkbox"/> Preliminary Plan <input type="checkbox"/> Final Plat <input type="checkbox"/> Conditional Sign (EMC/Shopping Ctr) <input type="checkbox"/> Cert. of Appr. (TCOV) <input type="checkbox"/> Other <input type="checkbox"/> Historic Preservation Board Certificate of Appropriateness <input type="checkbox"/> Conditional Sign <input type="checkbox"/> Board of Zoning Appeals Variance <input type="checkbox"/> Appeal <input type="checkbox"/>
APPLICANT SIGNATURE	<i>By signing this application, I hereby certify that:</i> 1) <i>The information contained in this application is true and accurate to the best of my knowledge;</i> 2) <i>I am authorized to make this application as the property owner of record or I have been authorized to make this application by the property owner of record;</i> 3) <i>I assume sole responsibility for correspondence regarding this application; and</i> 4) <i>I am aware that all application requirements must be submitted prior to the formal acceptance of my application.</i> Signature _____ Date _____
OFFICIAL USE	Zoning District _____ Fee (See Fee Sheet) \$ _____ Meeting Date _____ Check Box when Fee Paid <input type="checkbox"/>



CITY OF MEDINA
 Community Development Department
 132 N. Elmwood Ave. Medina, OH 44256
 330-722-9038

2024 MEETING SCHEDULE

Historic Preservation Board, Planning Commission, & Board of Zoning Appeals

Meeting Date <i>(Second Thursday of the Month)</i>	Filing Deadline <i>(3 Weeks Prior to Meeting)</i>
January 11	December 21
February 8	January 18
March 14	February 22
April 11	March 21
May 9	April 18
June 13	May 23
July 11	June 20
August 8	July 18
September 12	August 22
October 10	September 19
November 14	October 24
December 12	November 21
January 9, 2025	December 19

Typical Meeting Times (Subject to Change)

Historic Preservation Board - 5:00 pm
 Planning Commission - 6:00 pm
 Board of Zoning Appeals - 7:00 pm

Meeting Location

City Hall, 1st Floor Council Chambers, 132 North Elmwood St, Medina, OH

Application Submission

Please contact the Planning and Zoning office at 330-722-9038 for assistance with your application. Additional information is available at <https://medinaoh.org/>.



Planning & Zoning Code Fee Schedule

Development Review Boards		
Type	Base Fee	Additional Fee
Site Plan Review		
Non-Residential	\$200	\$25 per acre
Residential	\$200	\$5/DU
Conditional Zoning Certificate		
	\$300	
Sign, Conditional		
	\$50	
Amendment, Map, or Text		
	\$200	
Certificate of Appropriateness, HPB, and TCOV		
Residential	\$25	
Non-Residential	\$50	
Variance		
	\$200	
Wireless Facility		
Tower	\$500	
Antenna/Co-location	\$250	
Annual Inspection	\$50	
Special Meeting		
Historic Preservation Board	\$200	
Board of Zoning Appeals	\$300	
Planning Commission	\$400	
City Council	\$500	
Subdivision		
Minor	\$150	\$15/lot
Major, Preliminary Plan	\$350	\$35/lot
Major, Final Plat	\$250	\$25/lot
Major, Replat	\$150	\$15/lot
Road Dedication, Preliminary	\$300	\$1.00/LF
Road Dedication, Final	\$150	\$0.50/LF

Additional Deposit: Please see section 1108.02 of the Planning and Zoning Code. Additional study needed for applications shall be paid for by the applicant. These may include: traffic studies, environmental impact studies, and similar services/expenses.