



Jack Bradley  
Mayor

# CITY OF LORAIN

## PLANNING COMMISSION

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### CONDITIONAL USE PERMIT APPLICATION REQUIREMENTS

1. Complete application
2. A cover letter describing what is being requested and how each of the conditions in Chapter 1143 are met.
3. The information required in the cover letter is determined by the requested Conditional Use Permit. See Chapter 1143 of the Codified Ordinances [https://codelibrary.amlegal.com/codes/lorain/latest/lorain\\_oh/0-0-0-44516](https://codelibrary.amlegal.com/codes/lorain/latest/lorain_oh/0-0-0-44516)
4. One (1) copy of names and addresses of all abutting property owners on the rear, sides, and across the street or alley, on 8 ½" x 11" stationary
5. One (1) copy of a site plan of property showing building size, setbacks, streets, parking area, etc.
6. Five-hundred-dollar (\$500.00) Building Department non-refundable fee
  - Checks and money orders made payable to: City of Lorain

All complete applications, required documentation, and fees must be submitted at least fourteen (14) business days prior to the next regularly scheduled meeting.

Meetings are held in Lorain City Council Chambers on the 1<sup>st</sup> Wednesday of the month at 9:00am. The applicant or their agent must be present.

Please submit all completed applications, required documents, and fees (payable to City of Lorain-BHP) to:

*Evelisse Atkinson, Planning & Zoning Administrator*  
City of Lorain, Building, Housing, & Planning  
200 West Erie Ave., 5<sup>th</sup> Floor, Lorain, Ohio 44052  
P: 440-204-2306 Email: [Evelisse\\_Atkinson@cityoflorain.org](mailto:Evelisse_Atkinson@cityoflorain.org)



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## PLANNING COMMISSION

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CONDITIONAL USE PERMIT \_\_\_\_\_

### APPLICATION FOR A CONDITIONAL USE PERMIT

APPLICATION IS HEREBY MADE TO THE PLANNING COMMISSION OF THE CITY OF LORAIN, OHIO FOR A  
CONDITIONAL USE, CHAPTER 11.

NAME OF OWNER: \_\_\_\_\_

ADDRESS OF OWNER: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: (BUSINESS) \_\_\_\_\_ (RESIDENTIAL) \_\_\_\_\_

ADDRESS OF PROPERTY REQUIRING A CONDITIONAL USE IF DIFFERENT FROM ABOVE:

\_\_\_\_\_

\_\_\_\_\_

SITE PLAN SUBMITTED: YES ☐ NO ☐

LETTER SUBMITTED: YES ☐ NO ☐

SECTION OF THE ZONING CODE INVOLVED: \_\_\_\_\_

REASON FOR REQUESTING THE CONDITIONAL USE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NON-REFUNDABLE FEE: \$500.00 As per Ordinance 168-20 Effective January 21, 2021.

\_\_\_\_\_

Applicant's Signature

\_\_\_\_\_

Date