

Notes from conversation with CORTN Community Development Office re: purchasing a residence to use as Montessori School and process to get the zoning changed. ~June 1, 2009.

All requests for changes of zoning go before the Board of Zoning Appeals (BZA).

BZA meets 2nd Tuesday of every month. Deadline for applications is typically 3 weeks before.

Next meeting June 9, 2009. Deadline was May 22 @ 12 noon. They advertise change requests for 15 days to allow for public input at the meeting.

Big considerations in changing zoning is impact on surrounding properties, esp. traffic/parking and noise/playground activities.

Best success will be in transitional areas, where there are other commercial or church properties around (as examples - areas on Manhattan and New York Ave).

Need 100 feet of frontage to have a turn-around driveway, and entrances need to be 50 feet apart (center line to center line).

See zoning code section 3.21 for other specific requirements (for instance, setback distances are double the zoned district minimum setbacks for front, sides and back of house to property line....see zoning code sections 5.03, 5.04 and 5.05 for various setback distances).