

PRAIRIE TOWNSHIP

Zoning Department
 25 Maple Drive
 Columbus, Ohio 43228
BOARD OF ZONING APPEALS

APPEAL / VARIANCE APPLICATION

Revised November 1, 2007

To Be Completed By the Zoning Department Staff	
Application Number:	Receipt #:
Project Location:	Amount:
Parcel Number:	Date:
Current Use:	By:
Zoning:	

1. To Be Completed By Applicant (Please Print or Type)	
APPLICANT DATA	
Name:	
Company Name	
Address:	
Telephone No.:	Fax No.:
PROPERTY DATA	
Owner's Name:	
Property Address:	
Telephone No.:	Fax No.:
Township:	Subdivision Name:
Zoning:	Floodplain: Yes or No
Dimensions of Subject Property	
Frontage:	Depth:
Acreage:	
Existing Utilities:	

Water: <input type="checkbox"/> Public (Central) <input type="checkbox"/> Private (Onsite)	Wastewater: <input type="checkbox"/> Public (Central) <input type="checkbox"/> Private (Onsite)
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2. Nature of Appeal

The undersigned requests review of the decision by the Zoning Inspector of Application for Zoning Permit No. _____, denied (issued) on _____ (date).

It is the applicant's contention that the following error was made in the determination of the Zoning Inspector:

3. Variance Request

In order for a variance to be granted, the applicant must prove to the Board of Zoning Appeals that the following items are true (**submit a narrative statement demonstrating each item**):

- (a) That such variance or modification will not be contrary to the public interest
- (b) That owing to special conditions, a literal enforcement of this Zoning Resolution will result in unnecessary hardship; and
- (c) That the approval of such variance or modification thereof is consistent with the spirit of the Zoning Resolution, and substantial justice will be done thereby.

When making its decision, the Board of Zoning Appeals is required to consider all relevant factors including, but not limited to, the following items (**submit a narrative statement applying each of these factors to your particular request**):

- (a) Special conditions and circumstances exist which are peculiar to the land, structure, or buildings involved, which are not applicable to other lands, structures, or buildings in the same district.
- (b) A literal interpretation of the provisions of this Resolution would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Resolution.
- (c) Special conditions and circumstances do not result from the actions of the applicant.
- (d) Granting the variance requested will not confer on the applicant the same effect as rezoning to another zoning district classification.

4. Required Submissions

In addition, plans in triplicate and drawn to scale must accompany this application showing the following information:

- (a) The boundaries and dimension of the subject tract
- (b) The size and location of existing proposed structures
- (c) The proposed use of all parts of the subject tract, including structures, access ways, walks, off-street parking and loading spaces and landscaping
- (d) The relationship of the requested variance to the District and Supplementary District
- (e) The use of land and location of structures on adjacent property

5. Notice to Nearby Property Owners

All appeal/variance applications shall include a current list of the names and mailing addresses of owners of all adjacent property and owners of that property directly across the street from and within 1,000 feet of the subject tract. In the case of a platted subdivision, the distance shall be reduced to 300 feet from the center of the subject tract.

6. Variance Fee (*Fees Subject to Change*)

The fee as prescribed in Section 360, Prairie Township Zoning Resolution, shall be submitted with the application. Fees are as follows:

Single Family Dwelling - \$300.00 plus \$2.50 for each person to be notified
Business and all others - \$500.00 plus \$2.50 for each person to be notified

Appeal Fee (*Fees Subject to Change*)

No Charge

I hereby certify that the facts, statements, and information presented within this application form are true and correct to the best of my knowledge and belief. I hereby understand and certify that any misrepresentation or omissions of any information required in this application form may result in my application being delayed or not approved by the Prairie Township Board of Zoning Appeals. I hereby certify that I have read and fully understand all the information required in this application form.

****Applicant/Agent must provide documentation that they are legally representing the property owner.***

**** Approval does not validate the responsibility of the property owner to meet all restrictions and covenants that ate on that property.***

Signature of Applicant

Date

Signature of Owner

Date

Checklist for Submittal of Requirements for a Variance/Appeal

Section	Applicant Initials	Intake Initials	Requirements
1.			Completed owner and property information
2.			Completed <u>Nature of Appeal</u> information
3.			Completed <u>written statement</u> for variance request and submitted notarized property owner signature
4.			Included <u>Required Submissions</u> - Triplicate plans drawn to scale including: <ul style="list-style-type: none"> a) The boundaries and dimension of the subject tract b) The size and location of existing proposed structures c) The proposed use of all parts of the subject tract, including structures, access ways, walks, off-street parking and loading spaces and landscaping d) The relationship of the requested variance to the District and Supplementary District e) The use of land and location of structures on adjacent property
5.			Included <u>Notice to Nearby Property Owners</u> list
6.			Paid <u>Variance Fee</u>