

BOARDMAN TOWNSHIP
Planning &
ZONING

BOARD OF ZONING APPEALS APPLICATION: USE VARIANCE

Applicant _____ Date _____

Address _____ City, State _____ Zip _____

Phone _____ Email _____

Owner (if different than applicant) _____

Address _____ City, State _____ Zip _____

Phone _____ Email _____

REQUIREMENTS

- Fee: \$200 residential/\$400 commercial (exact cash or check made out to Boardman Township, credit accepted with additional fee.)
- Notarized letter stating the grounds upon which the appeal is based, including the Zoning Code section and the nature and extent of the variance. (1 original)
Zoning Code Section: _____
Hardship/Appeal Reason: _____

- Site plan drawn to scale. (10 copies)
- Letter from property owner (If property owner is not applicant)

Standards Applicable to Use Variances (“unnecessary hardship”).

1. The variance requested stems from a condition which is unique to the property at issue and not ordinarily found in the same zone or district;
2. The hardship condition is not created by actions of the applicant;
3. The granting of the variance will not adversely affect the rights of adjacent owners;
4. The granting of the variance will not adversely affect the public health, safety or general welfare;
5. The variance will be consistent with the general spirit and intent of this Resolution;
6. The variance sought is the minimum which will afford relief to the applicant; and
7. There is no other economically viable use which is permitted in the zoning district.

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XVI – Administration, Section H - Variances and Appeals

d. Application to the Board.

Variances and appeals for which Board action is sought shall be commenced by a person filing an application to the Board on forms as specified by the Zoning Inspector and accompanied by required fees. The application shall specify the grounds upon which the appeal is based and shall contain a notarized signature of the property owner or owner's agent. Applications involving a request for a variance shall specify the section number(s) containing the standards from which a variance is sought and the nature and extent of such variance. Applications involving a specific site shall be accompanied by a plot plan, 10 copies, drawn to scale that includes the following information, where applicable:

e. Plot Plan Requirements.

Applications involving a specific site shall be accompanied by a plot plan drawn to scale that includes the following information, where applicable:

- i. Applicant's name, address, and telephone number.
- ii. Property tax identification number, scale, northpoint, and dates of submission and revisions.
- iii. Zoning classification of petitioner's parcel and all abutting parcels.
- iv. Existing lot lines, building lines, structures, parking areas, driveways, and other improvements on the site and within 50 feet of the site.
- v. For variances requested from any dimensional standard of this Resolution, the plot plan shall include verified measurements of existing conditions and the proposed dimensions or calculations regarding the specific standards from which the variance is sought.
- vi. Any additional information required by the Zoning Inspector or the Board to make the determination requested herein.

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2019 Meeting Schedule

All Meetings are held at **6:30 PM** at the Boardman Government Center, 8299 Market Street.

Month	Appeal Submission Deadline	Meeting Date
January	1/5/2019	1/22/2019
February	2/2/2019	2/19/2019
March	3/1/2019	3/19/2019
April	4/5/2019	4/23/2019
May	5/3/2019	5/21/2019
June	5/31/2019	6/18/2019
July	7/5/2019	7/23/2019
August	8/2/2019	8/20/2019
September	9/6/2019	9/24/2019
October	10/4/2019	10/22/2019
November	11/1/2019	11/19/2019
December	11/29/2019	12/17/2019