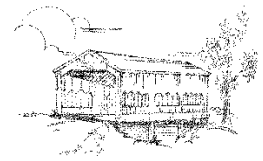


Wayne Township, Warren County

Application for Administrative Zoning Appeal



Date Received _____

\$500 Filing Fee

Case # _____

Return check (payable to Wayne Township) & completed application to Erin Hartsock, 6050 N. Clarksville Rd., Waynesville, OH 45068 Phone: (513) 897-3010; Email: erinhartsock@waynetownship.us

Applicant information OWNER or AGENT (circle one)

Name	
Address	
Contact number:	

Legal Description of the Property being cited

Address or Parcel ID#	
Subdivision name and lot# (if applicable)	
Zoning District	
Nearest intersection	

Appeal details

I am seeking relief from the decision, or lack of decision of the Code Enforcement Officer in regard to an application for a permit. The Undersigned believes that (check one):

<input type="checkbox"/>	An error was made in the denial of the permit
<input type="checkbox"/>	The denial of the permit was based on a misinterpretation of the Code
<input type="checkbox"/>	There has been a failure to approve or deny the permit within a reasonable period of time.
<input type="checkbox"/>	Other: Please provide detailed information on a separate sheet

Please include any other relevant facts surrounding this appeal (attach a separate piece of paper if needed)

Supplemental information required

<input type="checkbox"/>	Plot plan (includes existing and proposed structures in relation to property boundaries to scale)
<input type="checkbox"/>	Unusual Physical Features of the Site or Building
<input type="checkbox"/>	Abutting streets
<input type="checkbox"/>	List of all adjoining and adjacent property owners (and across the street) of subject property
<input type="checkbox"/>	Photographs (when available)

Purpose of the Board of Zoning Appeals

The Board of Zoning Appeals (BZA) is a five member, quazi-judicial, citizen Board appointed by the Board of Trustees. The BZA is charged with the responsibilities outlined in the ORC 519 and more specifically defined in Section 30.01 of the Wayne Township Zoning Resolution.

The BZA hears appeals of decisions of the Zoning Administrator, including permit application refusals and violation citations, as well as Conditional Use applications, Expansion of a Nonconforming use applications, and Compatible Nonconforming Use applications. The BZA may authorize, upon appeal, variances from the terms of the Zoning Resolution where unique hardships exist and when the variance will not be contrary to the public interest.

In the event that any party disagrees with a decision of the Board, they may appeal to the Court of Common Pleas of Warren County.

Board of Zoning Appeals Process

An appeal must be filed within 20 calendar days of the action being appealed (O.R.C. 519.15.)

A person filing an appeal must have a legal and/or equitable interest in the property affected in the appeal or be an attorney representing the person having legal or equitable interest. The Board requires the legal owner or his counsel to be present at the public hearing.

The hearing in front of the BZA is a quasi-judicial process. All those speaking in favor of or against the appeal are sworn in. Attorneys for the appellatant or the Township may question and cross-examine those giving testimony.

The appeal must be received by the Zoning Office at least 3 weeks before the next scheduled meeting date.

A legal notice will be prepared by this office and placed in a newspaper of general circulation in the county 10 days prior to the public hearing. Notice of the hearing is sent to all property owners within 500 feet.

Failure to appear at the scheduled public hearing may result in the dismissal of the appeal.

An appeal will not be accepted unless and until all the above requirements are met.

For additional information, please contact the Wayne Township Zoning Department at 513.897.3010.

I authorize Wayne Township (staff, appointed board, Trustees, or committee members) to enter upon the subject property for purposes of making inspections related to the project or request identified in this application.

I certify that all the above information in this Zoning Appeal Application is accurate to my fullest knowledge.

Owner's Signature: _____ Date: _____

Agent's Signature

If different than owner: _____ Date: _____