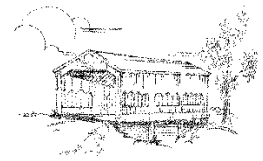


# Wayne Township, Warren County

## Application for Conditional Use



Date Received \_\_\_\_\_

\$500 Filing Fee

Case # \_\_\_\_\_

Complete this form and return with check (payable to Wayne Township) to Erin Hartsock, 6050 N. Clarksville Rd., Waynesville, OH 45068 Phone: (513) 897-3010; Email: [erinhartsock@waynetownship.us](mailto:erinhartsock@waynetownship.us)

### Applicant information OWNER or AGENT (circle one)

<b>Name</b>	
<b>Address</b>	
<b>Contact number:</b>	

### Legal Description of the Property under consideration

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

### Proposed Use


### Complete the following sections:

<b>A</b>	<b>List additional permits or licenses required by other governmental/regulatory entities:</b>   
<b>B</b>	<b>Hours of Operation (if applicable):</b> From: _____ AM <input type="checkbox"/> PM <input type="checkbox"/> To: _____ AM <input type="checkbox"/> PM <input type="checkbox"/> Days of Operation: S <input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> TH <input type="checkbox"/> F <input type="checkbox"/> S <input type="checkbox"/> No. of Employees: _____
<b>C</b>	<b>Number of Vehicles to be used with proposed use:</b> _____ Vehicle Desc.: _____

Plot plan (required) include the following:	
<input type="checkbox"/>	Existing <u>and</u> 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)
<input type="checkbox"/>	Traffic Ingress and Egress
<input type="checkbox"/>	Signage
<input type="checkbox"/>	Existing parking or expanded parking
	<i>Additional requirements for secondary dwellings:</i>
<input type="checkbox"/>	Statement from the Health Department that the onsite sewage treatment system can accommodate the added use.
<input type="checkbox"/>	Statement from all other applicable utility providers that residential service can be extended to the new building while remaining under one bill

**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**

A person filing a Conditional Use Application 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 applicant are sworn in. Attorneys for the appellant 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: \_\_\_\_\_