

BUTLER COUNTY BOARD OF ZONING APPEALS

VARIANCE OR CONDITIONAL USE APPLICATION

- This application must be legible and orderly, accompanied by a list of the names and addresses of all owners of property within and contiguous to and directly across the street from such area.
- A letter stating a clear and concise reason why you want a variance and/or conditional use permit, and clear and accurate description of proposed work or use.
- One official plat and address slip from the Plat Department, which is located at the Butler County Engineer's Office (1921 Fairgrove Avenue, Hamilton, Ohio 45011).
- Submit plans, drawn to scale, showing the exact shape dimensions of the lot, buildings and accessory building existing within the property.
- At the discretion of the Butler County Building & Zoning Department; Health Department approval may be required.
- A copy of your deed and if applicable, any subdivision restrictions. You can obtain a copy of your deed (and any restrictions) in the Records Office, located on the 2nd floor of the Butler County Administration Building.
- This application must be accompanied by a required payment in the amount of \$500.00 for the purpose of defraying the expenses of this hearing. This fee is non-refundable regardless of the whether the variance or conditional use is approved or denied.
- Applicant or a representative must be present to avoid the denial of this application. **Note:** the applicant, owner & abutting landowners will be notified of the hearing, date, time, location of said hearing.
- The applicant must submit 1 original and 5 copies of all information above.

Property Address in question: _____

Name of Applicant: (print or type) _____

Address: _____ *Phone#()* _____

Name of property owner (if different from applicant) _____

Address: _____ *Phone#()* _____

To The Board of Zoning Appeals Butler County, Ohio

The undersigned, _____, hereby applies for a _____ under sections _____ of the Butler County Zoning Resolution for permission to

_____ in accordance with all documentation hereto filed with said Building and Zoning Administrator, all of which are hereto attached and made a part of this application.

I have made no previous application or appeal under the Zoning Resolution affecting these premises. I hereby stat that all above statements & the statements contained in the accompanying documents are true.

Applicant signature

Sworn to and subscribed before me this _____ day of _____ 20_____.
Notary Seal:

Notary Public
My commission expires _____