

**SYLVANIA TOWNSHIP
BOARD OF ZONING APPEALS**

**APPEAL OF A DECISION OF THE PLANNING AND ZONING MANAGER,
VARIANCE REQUEST OR IN THE ALTERNATIVE BOTH AN APPEAL AND
CONSIDERATION OF A VARIANCE.**

VARIANCE	SYLVANIA TOWNSHIP	
Zoning and Development		
<small>PLEASE PRINT</small>	<small>Parcel #</small>	<small>PLEASE PRINT</small>
NAME	Parcel #	ZONING DISTRICT
PROPERTY ADDRESS	Applicable Section(s) of Zoning Resolution:	
CITY, STATE AND ZIP CODE	DAYTIME PHONE: EVENING PHONE:	
LEGAL DESCRIPTION		
AGENT FOR APPLICANT		

The undersigned applicant(s) hereby appeal to the Sylvania Township Board of Zoning Appeals, the refusal of zoning certificate by the planning & zoning manager for the reason(s) below:

- () APPEAL – There was an error in the planning and zoning manager’s decision
- () VARIANCE – There was no error in the planning and zoning manager’s decision, but a variance should be allowed in order to avoid an “unnecessary hardship” as the phrase is defined in the Sylvania Township Zoning Resolution.
- () BOTH ERROR AND VARIANCE – There was an error in the zoning manager’s decision and a variance should be allowed in order to avoid an “unnecessary hardship” as the phrase is defined in the Sylvania Township Zoning Resolution.

INFORMATION SUBMITTED UNDER PENALTIES OF PERJURY

The information contained in this Appeal is submitted under penalties of perjury, and it is to the best of my/our knowledge, true and factually complete.

Applicants Signature: _____ Date: _____

Applicants Signature: _____ Date: _____

GENERAL INFORMATION

ERROR IN DECISION

The zoning inspector erred in applying the specific terms of the Zoning Resolution as follows: _____

SPECIFIC INFORMATION AND QUESTIONS

Describe the variance request: _____

What special circumstances and conditions exist with respect to the property, which require that a variance be granted?

How would application of the literal terms of the Zoning Resolution, (that is denial of the variance request) deprive the applicant of the rights commonly enjoyed by other properties in the same district?

Why will the granting of this variance NOT result in granting the applicant a special privilege denied to other properties in the same district?

Are the special circumstances and conditions, which are the grounds for the requested variance the result of any action taken by the applicant? To what extent is the hardship self-created?

To the knowledge of the applicant, would the granting of the variance requested directly or indirectly result in allowing a use within the district which is not permitted, under the terms of the Resolution? YES___ NO___ If YES, please explain

OTHER INFORMATION/DOCUMENTATION REQUIRED

- ___ Legal description of the property involved in this request
- ___ A detailed property map from County Auditor's AREIS mapping
- ___ Letter of intention describing the nature of the Variance
- ___ Seven 11" x 17" site plans (or larger) drawn to scale indicating lot dimensions, existing and proposed buildings, and all setbacks.
- ___ Mailing addresses of adjacent property owners within 200' of said property
- ___ \$125 fee for Residential (payable to Sylvania Township Trustees)
- ___ \$250 fee for all other applications (payable to Sylvania Township Trustees)

Mail or deliver the original and seven copies of the application and attachments, along with a check payable to the Sylvania Township Trustees to:

Sylvania Township Department of Planning & Zoning