



**SHAWNEE TOWNSHIP, LIMA (ALLEN CO.), OHIO  
BOARD OF ZONING APPEALS  
APPLICATION FOR VARIANCE**

SHAWNEE TOWNSHIP ADMINISTRATION BUILDING, 2530 FT. AMAND RD., LIMA, OHIO 45804

1. APPLICANT NAME: \_\_\_\_\_ DATE SUBMITTED: \_\_\_\_\_  
 APPLICANT ADDRESS: \_\_\_\_\_ CITY / STATE / ZIP: \_\_\_\_\_  
 APPLICANTS EMAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

2. LOT OWNER NAME: \_\_\_\_\_ LOT OWNER ADDRESS: \_\_\_\_\_  
 LOT OWNERS EMAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

3. NAME OF CONTRACTOR: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
 CONTRACTOR EMAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

4. LEGAL DESCRIPTION OF PROPERTY: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 PARCEL NUMBER: \_\_\_\_\_ LOT# \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_

5. THE EXISTING USE IS: \_\_\_\_\_  
 \_\_\_\_\_

6. PROPOSED USE IS / DESCRIPTION OF WORK: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Corner Lot:  Yes  No - NOTE: Corner lots are required to meet front set back on both streets

**VARIANCE BEING REQUESTED:**

Below list the specific section from the Zoning Resolution from which the variance is being sought, a description of each variance being sought, and explain the practical difficulty justifying the application for each variance being sought.

SECTION: \_\_\_\_\_ OF THE SHAWNEE TOWNSHIP ZONING TEXT STATES:


REASON FOR VARIANCE:


WHAT I AM ASKING FROM THE BOARD OF APPEALS TO DO IN THIS CASE:


**WHAT ALTERNATE WAYS OR MEANS HAVE I DONE TO AVOID THIS VARAINCE?**


**WHAT DIFFICULTIES HAVE YOU ENCOUNTERED TO ATTEMPT TO JUSTIFY THE GRANTING OF THIS VARIANCE REQUEST:**


**LIST ALL PROPERTY OWNERS NAMES AND COMPLETE ADDRESSES FOR NOTIFICATION- LIVING FRONT, SIDE, REAR, AND CONTINGIOUS TO YOUR RESIDENCE:**

<u>1</u>
<u>2</u>
<u>3</u>
<u>4</u>
<u>5</u>
<u>6</u>
<u>7</u>
<u>8</u>
<u>If more residents are involved then include additional paper</u>

Narrative statements establishing and substantiating that the variance conforms to the following standards:

- a. The granting of the variance shall be in accord with the general purpose and intent of the regulations imposed by this Resolution on the district in which it is located, and shall not be injurious to the area or otherwise detrimental to the public welfare;
- b. The granting of the variance will not permit the establishment of any use which is not otherwise permitted in the district;
- c. There must exist special circumstances or conditions, fully described in the findings, applicable to the land or buildings for which the variance is sought, which are peculiar to such land or buildings and do not apply generally to land or buildings in the area, and which are such that the strict application of the provisions of this Resolution would deprive the applicant of the reasonable use of such land or building;
- d. The granting of the variance is necessary for the reasonable use of the land or building, and the variance as granted is the minimum variance that will accomplish this purpose;
- e. The proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase the congestion in the public streets, increase the danger of fire, endanger the public safety, or substantially diminish or impair property values of the adjacent area; and,
- f. The granting of the variance requested will not confer on the applicant any special privilege that is denied by this regulation to other lands, structures, or buildings in the same district.

**NARRATIVE:  
ATTACH ADDITIONAL PAGES IF NEEDED**


**IF THE VARIANCE REQUEST IS CONCERNING ANY OF THE FOLLOWING:**

**ANY AGRICULTURAL, RESIDENTIAL, COMMERCIAL, INDUSTRIAL, PLANNED UNIT DEV., MOBILE HOME PARK CONSTRUCTION / ALTERATION, POND / SWIMMING POOL, FENCE, SIGNAGE, OR CONSTRUCTION / SET BACK – R.O.W. ISSUE –**

**A DETAILED, AND ACCURATE SITE PLAN AS WELL AS ANY PERTENANT DOCUMENTATION / INFORMATION SHALL BE SUBMITTED TO THE BOARD OF ZONING APPEALS FOR THEIR REVIEW.**

1. The Site Plan must show the following:
  - A North arrow and scale
  - Proposed New Building / Structures / Additions (All length and width dimensions)
  - Indicate all Pre Existing Structures and dimensions of those structures on site plan
  - Driveway and road access locations (existing and / or proposed)
  - All setbacks clearly indicated (Front, Side Yards and Rear Property Line Measurements to Proposed Structure); Any Easements Clearly Identified, Any Existing Deed Restrictions Identified and Included, and existing Lot Dimensions
  - Roadways (Street Width)
  - Indicate the location of Lakes, Ponds, Wetlands, Ravines, or Other Unusual Topography
  - Floodplain and Flood Hazard Area must be clearly indicated on all lots containing applicable watercourses.
  - One-( 1 ) Copy of the building / construction plans showing major details, with height data.
  
2. Right to Inspection – The Shawnee Township Zoning Inspector, Board of Trustees and Members of the Zoning Board of Appeals Members are required to conduct one or more site inspections of the proposed construction site as part of the variance process. This at times entails a review of the proposed site plan, photographs, measurements, interviewing the petitioner for the variance, and adjacent property owners. The owner of the land will need to authorize the Zoning Inspector, Board of Township Trustee Members, and Zoning Board of Appeals Members access onto the land for the purpose of site inspection.

I, \_\_\_\_\_ land owner, or landowner legal representative of the parcel located at \_\_\_\_\_, Lima, Allen County, Ohio, do Hereby Authorize and Grant Permission for Shawnee Township Officials (Zoning Inspector, Board of Township Trustees, and Board of Zoning Appeals Members) to access my property during routine business hours for the purpose of reviewing and verifying the site plan and variance information provided in consideration of my variance request:

Date: \_\_\_\_\_

Signature of Property Owner or Legal Representative on Behalf of Land Owner ( CAN NOT BE CONTRACTOR – MUST BE PERSON AUTHORIZED TO GIVE LEGAL CONSENT)

3. After the application has been submitted, a date will be set by the Board of Zoning Appeals to hear your case. As applicant and petitioner for this variance, you or your legal representative will be required to attend this hearing at the date, time, and location as set by the Board of Zoning Appeals Chairperson. You will need to present your case to the Board for consideration. Any witnesses, documents, or other relevant information is encouraged to be presented during the hearing. Cases are routinely held during the weekday in the evenings hours. Notices of your variance request will be sent to adjoining property owners by US Mail approximately 10 days prior to hearing date. Notice will also be posted one-(1 ) time in the legal section of the Lima Newspaper. The hearing by the Board of Zoning Appeals is held in the Shawnee Township Building, 2530 Ft. Amanda Road, Lima, Ohio (unless noted otherwise). All persons within the community either for or against your variance are free to attend this open and public hearing.
  
4. The fee for the Application for a Variance is Five Hundred Dollars, (\$500.00) for the case to be heard by the Board of Zoning Appeals. This fee was established by Shawnee Township Zoning Resolution#23-18 on February 1, 2018 by the Board of Township Trustees. The fees include but not limited to case preparation, site inspections, document research, copying, certified mailings or US postal mailings, newspaper publication of this public hearing in Lima News in legal section, Board of Appeal Member reimbursement and other expenses. Note, there is no refund of fees paid for this hearing should the variance be denied by the Board. If you fail to appear for the hearing or legal representative attends in your absence the Board will render a decision. Make Check or Money Order Payable to SHAWNEE TOWNSHIP, in memo line indicate VARIACE APPLICATION. All fees are required to be paid 24 hours prior to hearing date.

I certify that the information contained in this application and supplement documentation is true and correct.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE : \_\_\_\_\_