Jackson Township Trustees

3263 US RT 50 Williamsburg, OH 45176 (513)625-1800

www.jacksontownshipclermontoh.gov

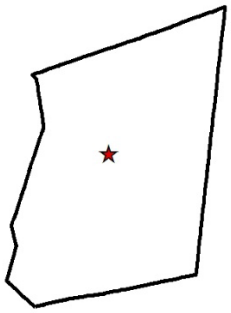
Board of Zoning Appeals Form Information

Dear Jackson Township Board of Zoning Appeals Applicant:

When you make application to the Board of Zoning Appeals (BZA) the following information is important for you to know:

1. Your hearing will be open to the public. Any township resident or non-resident may attend.
2. Your hearing date will be published for ten (10) days on the township's public announcements board, website and social media page, as prescribed by the Ohio Revised Code.
3. All neighboring properties within two hundred (200) feet of your property will be notified by mail of your appeal and the hearing date.
4. You may have a Notification of Public Hearing sign placed in front of the property related to your hearing.
5. Your appeal hearing will be scheduled within thirty (30) days of the date of your application. Depending on the day of the week your application is received, the date could be scheduled sooner. **You, or an appointed agent, are required to attend your hearing.**
6. The fee you pay for your hearing is established by the Jackson Township Board of Trustees. It is used to help offset the township's expenses by covering publication costs, postage, copying expenses, and BZA members' compensation. **Should you decide not to continue with your appeal, your fee will not be refundable.**
7. Unless otherwise notified, your hearing will take place at the Jackson Township Community Center located at 3263 U.S. Route 50, Williamsburg, Ohio 45176.
8. Please do not staple the application or supporting documents together.
9. Upon the conclusion of your hearing the BZA may:
    a). Render a decision that evening, or;
    b). Take up to thirty (30) days to reach a decision, or;
    c). Suspend the hearing "in-session" and reconvene the hearing at a future date.

If you have any questions regarding the application or hearing process, please call the Township office at 513-625-1800.



BOARD OF ZONING APPEALS

APPLICATION

Please complete the following form and submit all relevant material requested with this application.

JACKSON TOWNSHIP, CLERMONT COUNTY, OHIO
3263 U.S. Route 50
Williamsburg, Ohio 45176
Office Phone: 513-625-1800
Office Fax: 513-456-6493

Property Information.

Applicant Name: _____

Address_____ City_____ State____ Zip_____

Parcel Number(s) _____

Preferred Phone Number: _____ Email: _____

____ **Property Owner and Address are the same as above.**

____ **Property Owner's Address is different than above** (Please provide mailing address below)

Address_____ City_____ State ____ Zip_____

____ **Applicant is not Property Owner:**

Name of Actual Owner: _____ Phone Number_____

Mailing Address _____

City _____ State ____ Zip _____

____ I hereby appeal to the Jackson Township Board of Zoning Appels (BZA) to reverse a decision made by the Jackson Township Zoning Officer.

____ I am applying for a variance to the Zoning Resolution to avoid unnecessary hardship.

____ I am applying for approval of a Conditional Use

____ Other: _____

Supporting Information:

- Attach a sheet explaining, <u>in detail</u>, why you are applying for the indicated request. Include all revelant information such as:
- Building plans (if applicable);
- Site plans detailing shape, size and location of the parcel (if applicable);
- Location of septic tanks, leach fields or mound systems on the property;
- Location of all buildings on the parcel (if applicable);
- Proposed buildings and/or alterations to existing structures.
- Show details of natural, topographic and man made peculiatiries of the parcel in question.
- It is very important to include supporting photos, documents and drawings pertaining to your appeal.
- Be sure to include all known easment(s) and their location(s).

Justification of Appeal, Variance, or Conditional Use:

In order for an Appeal, Variance or Conditional Use to be granted, the applicant must prove to the BZA the following items are true:

1. Such a request will not be contrary to the public interest.
2. Owing to special conditions, a literal enforcement of the resolution will result in unnecessary, but not economic, hardship.
3. So the general spirit of the resolution shall be observed and will be in harmony with the intent and purpose of the Zoning Resolution.
4. The granting of the request will not infringe upon the rights and quiet enjoyment of adjacent property owners and will not dimish property values, endanger the public safety, or cause a public nuisance.
5. The granting of the request is for a compelling reason and not just because the applicant's plans conflict with the Zoning Resolution.

6. The granting of the request is not solely for economic benefit to the applicant.

I (we) _____

Applicant's Printed Name

Certify the information contained in this application and all attachments of supporting information and documents is true and correct to the best of my (our) knowledge. I (we) attest to the accuracy and truthfulness of the statements provided on this application to the best of my (our) knowledge. I (we) authorize the Jackson Township Zoning Department to place a Public Hearing notification sign on the property as needed during the proceedings of this hearing.

Signature_____

Date_____

Staff Use Only

Application Fee: _____ ___ Check ___ Cash

File Number: 20__ - BZA - ____

Zoning District of Property _____

Appeals related to Zoning Article Number _____ Section _____ Paragraph _____ and

Zoning Article Number _____ Section _____ Paragraph _____ and

Zoning Article Number _____ Section _____ Paragraph _____

Date of Scheduled Hearing _____ Date of Final Ruling _____

Appeal Granted: _____ Yes _____No

Conditional Uses ____ No ____ Yes (If "Yes" provide Conditions imposed below):