

VILLAGE OF SHAWNEE HILLS
APPLICATION FOR VARIANCE

40 W. Reindeer Dr. Shawnee Hills, Ohio 43065 (614) 889-2824 Fax (614) 889-2053

Fee \$250.00 Receipt Number _____ Date _____

Affected Property Address: _____

Incomplete Applications Will Not Be Accepted

Name of Applicant _____
Street Address _____ City _____
State _____ Zip _____ Phone (____) _____
Cell Phone (____) _____ Work (____) _____
Name of Owner (If other than applicant) _____
Street Address _____ City _____
State _____ Zip _____ Phone (____) _____
Fax Number _____ E-Mail Address _____

Applicant should begin by submitting 1 copy of this application and supporting documentation as listed below to the Code Enforcement Officer. Once application is deemed complete, an additional set of 5 copies will be required for the BZA board.

SEE CHECKLIST - MUST BE COMPLETED AND SIGNED AT BOTTOM

Fees shall be collected upon submission of this application.

Please Initial:

- _____ I agree to pay the Village of Shawnee Hills any additional legal and or engineering fees that may be required to process this application. I understand these fees and costs would be in addition to the application fee and I will be notified of them.
- _____ I understand the Village Zoning Officer may reject this application if it does not contain all of the required information as listed.
- _____ I understand that the Zoning Officer and/or Delaware County Code Compliance will perform inspections during the construction and I agree that any Certificate of Zoning Compliance or Application for Conditional Use will be considered void from the start if I apply to Delaware County for an occupancy permit before obtaining an approval from the Village by way of a Zoning Inspection Certificate and if I receive an occupancy permit without said certificate it is void.
- _____ I understand that the Zoning Officer must approve a Zoning Inspection before Delaware County will issue a valid occupancy permit.

Plan Checklist for Variance

- Description of Property (i.e.: residential or commercial zoning)
- Nature of variance including the specific provisions of the Zoning Ordinance upon which the variance is requested
- A Legal description of the property
- A statement to the special circumstances or conditions that apply to the land or structure that generally do not apply throughout the Zoning District
- A statement showing that the granting of the application is necessary to the preservation and enjoyment of substantial property rights
- A statement showing that the special conditions and circumstances do not result from the actions of the applicant.
- Such other information regarding the application for variance as may be pertinent or required for appropriate action by the Code Enforcement Officer or Board of Zoning Appeals.

Plot Plan Drawn To An Appropriate Scale Showing The Following:

- A physical survey stamped/signed by a registered surveyor is required for all new building sites.

Survey must include:

- Dimensions of all lots
- Lot numbers
- Easements and road pavement locations
- Setbacks from street right of way and street pavement to the front of the structure
- Exact size, location and intended use of all existing structures on the site
- Exact size, location and intended use of all proposed structures on the site
- Driveway location, width and setback from neighboring property line
- Trees greater than 6" in diameter
- The proposed use of all parts of the lot(s) and structures(s) including access ways walks, off-street parking, loading spaces and landscaping if applicable.
- The use of the land and location of structures on adjacent property
- Blue prints showing all floor plans, existing elevations, proposed finished elevation, square footage of the building and building height.

Development Drainage Plan (if required)

- Must be stamped/signed by a Licensed Architect, Certified Landscape Architect or Registered Professional Engineer
- Include information listed on the Village of Shawnee Hills Site Plan or Conceptual Grading Plan Requirements

Other Information

- Name and mailing address of all adjoining property owners
- Copy of denial for Certificate of Zoning Compliance

1129.07 Fees for Zoning Applications and Permits

- New Single Family Certificate of Zoning Compliance \$325.00
- Alteration/Addition \$325.00
- Garage \$325.00
- Outdoor Storage \$20.00
- Fence \$15.00
- Deck/Gazebo/Porch \$35.00
- Swimming Pool \$50.00
- Driveway \$50.00
- Re-review of drainage plan due to partial work or disapproval \$85.00 hour
- Re-inspection of a final drainage plan \$85.00 hour
- Solicitor fees \$130.00 hour

The fee of \$250.00 shall be collected upon submission of this application. Applications for Variance shall be filed with the Code Enforcement Officer not more than twenty days from the date of the COZC denial.

The undersigned certifies that this application and the attachments thereto contain all information required by the Zoning Resolution and that all information contained herein is true and accurate and is submitted to induce the requested Variance. Applicant agrees to be bound by the provisions of the Zoning Resolution of the Village of Shawnee Hills, Delaware County, Ohio and by the terms of this application.

Applicant/Owner _____ Date _____

_____ Approved _____ Denied _____ Date BZA Approval _____