



Case No: \_\_\_\_\_

Filed: \_\_\_\_\_

### APPLICATION FORM

**Submit Completed Application To:** Hamilton County Planning & Development, County Administration Building, 138 E. Court Street, Room 801, Cincinnati, OH 45202 Phone: 513-946-4550

**Prepare a Letter referring to instructions in the "Variance User's Guide" and including:**

- a. The principal points set forth in this case shall be the same as those under which the administrative officer acted, whether the granting or refusal of a zoning certificate or any other decision based upon the regulation of the Zoning Code
- b. A clear and accurate description of the proposed use
- c. Specific reference to the Chapter and Section(s) of the Zoning Resolution which, it is claimed, authorize the determination sought

#### NAMES AND ADDRESSES

Applicant \_\_\_\_\_ Owner \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Email Address \_\_\_\_\_ Email Address \_\_\_\_\_

The undersigned \_\_\_\_\_ hereby appeals under Chapter 1256 and Section(s) \_\_\_\_\_ of the Zoning Code to permit the construction of a \_\_\_\_\_

\_\_\_\_\_ in accordance with the plats, plans and other data hereto attached and made a part of this case.

#### PROJECT IDENTIFICATION

ZONE DISTRICT	AUDITOR'S BOOK NO.	AUDITOR'S PAGE NO.	AUDITOR'S PARCEL NO.	LOT NO.

Project Location: \_\_\_\_\_

I hereby depose and say that all the above information and that statements contained in all of the exhibits transmitted herewith are true.

\_\_\_\_\_  
Applicant Signature

Sworn to and subscribed before me, this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**APPLICATION FORM (continued)**

<b>APPLICATION NUMBER</b>

Address of Subject Property \_\_\_\_\_ Township \_\_\_\_\_

	NAME	ADDRESS	CITY	STATE	ZIP CODE	PHONE NO.
OWNER						
CONTRACTOR						
PLANS BY						
APPLICANT						

TYPE OF IMPROVEMENT: (Describe briefly proposed work)

\_\_\_\_\_

\_\_\_\_\_

**PROPERTY OWNERSHIP**

- Private
- Public (Federal, State, Local)
- Corporate
- Other

**BZA ACTION REQUESTED**

- Appeal
- Variance
- Conditional Use
- Non-Conforming Use
- Other

State in detail all existing and proposed uses of this building or premises:

Existing Use \_\_\_\_\_

Proposed Use \_\_\_\_\_

- Commercial
- Residential

Estimated cost of improvement for which this application is being made:

\$ \_\_\_\_\_

The owner(s) of this building and undersigned, do hereby covenant and agree to comply with all of the laws of the State of Ohio and the Woodlawn Zoning Code, pertaining to building and constructing the proposed building or structure or making the proposed change or alteration in accordance with the plans and specifications submitted herewith, and certify that the information and statements given on this application, drawings and specifications are to the best of their knowledge, true and correct.

Application By: \_\_\_\_\_ Address \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

Adopted: \_\_\_\_\_ Journalized: \_\_\_\_\_

BZA Filing Fee: \_\_\_\_\_ Cash \_\_\_\_\_ Check # \_\_\_\_\_