

City of Loveland
 Building & Zoning Department
 120 W. Loveland Ave.
 Loveland, Ohio 45140
 www.lovelandoh.com
 O-513-683-0150
 F-513-583-3032



Application for Variance before the Board of Zoning Appeals

	NAME	MAILING ADDRESS	PHONE/FAX
OWNER/APPLICANT (PERSON AGGRIEVED)			

Address of Subject Variance: _____

Nature of Variance Requested: _____

1111.12 (b) Application for Variance. A variance from the terms of this Zoning Code shall not be granted by the Board of Zoning Appeals unless and until a written application for a variance is submitted to the Zoning Administrator. The application shall be signed by the owner or applicant attesting to the truth and exactness of all information supplied by the application. At a minimum, the application shall contain the following information:

- (1) Name, address and telephone number of applicant;
- (2) A survey by a person licensed in the State of Ohio to perform land surveys;
- (3) Description of the nature of variance requested;
- (4) A statement demonstrating that the requested variance conforms to the standards set forth in subsection

1111.12(a) (1) Conditions prevailing. Where there are exceptional or extraordinary circumstances or conditions, the literal enforcement of the requirements of this chapter would involve practical difficulty or would cause unnecessary hardship, unnecessary to carry out the spirit and purpose of this chapter, the Board of Zoning Appeals shall have power to relieve such hardship. In authorizing a variance, the Board of Zoning Appeals may attach thereto such conditions regarding the location, character, and other features of the proposed structure or use it as it may deem necessary in the interest of the furtherance of the purpose of the chapter and in the public interest. In authorizing a variance, with attached conditions, the Board of Zoning Appeals shall require such evidence and guarantee or bond as it may deem to be necessary, to enforce compliance with the conditions attached.

- (5) A \$100 fee as established by Council.

(e) Notice of Public Hearing in Newspaper. Before holding the public hearing required in subsection (d) hereof notice of such hearing shall be given by publication in a newspaper of general circulation in the City not less than **ten days** prior to the hearing. The notice shall set forth the time and place of the public hearing and the nature of the proposed appeal or variance. The initiating party shall provide at its cost the publication of the notice and shall, on or before the date of the hearings, provide an affidavit confirming compliance with this section, which affidavit shall have attached thereto a "proof of publication" form provided by the publishing newspaper.

(f) Notification of Board of Zoning Appeals Hearing. Written notice of the public hearing provided by subsection (d) hereof shall be provided to the owners of the real property within the area covered by the application for the variance and to the owners within 300 feet in any direction of the boundaries of the area covered by the application, within the City of Loveland. For the purposes of this section, the word "owners" shall mean those persons appearing on the county's current tax duplicate as the owners of fee simple title to the real properties. Such written notice shall be provided at least **ten days** prior to the date of the hearing by hand delivery, or by posting it by prepaid ordinary U.S. mail at the address listed upon the tax duplicate for each such owner. The written notice shall contain the same information as required of notices published in newspapers as specified in subsection (e) hereof. When the proposed variance has been initiated by the City, the City shall provide at its cost the hand or postal delivery provided herein above. When the proposed variance has been initiated by a party other than the City, the initiating party shall provide at its cost the hand or postal delivery provided herein above and shall file with the Board of Zoning Appeals on or before the date of the hearing an affidavit confirming compliance with the provisions of this section. The failure to hand deliver or mail the notice provided by this section shall not, however, invalidate any action of the Board of Zoning Appeals on the variance application.

As the owner/applicant applying for the subject variance, I hereby attest to the truth and exactness of all information that has been submitted.

Signature of Owner/Applicant: _____ Date _____ Case No. _____

