



**CITY OF SPRINGFIELD**  
COMMUNITY DEVELOPMENT DEPARTMENT  
PLANNING & ZONING DIVISION

BOARD OF ZONING APPEALS - VARIANCE APPLICATION

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

Property address: \_\_\_\_\_

Section of the Zoning code applicable: \_\_\_\_\_

Purpose of this request, including the improvements or physical changes proposed if this application is approved:

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Please include the following exhibits:

**Exhibit A**

A scale drawing with the dimensions of the property including existing and proposed buildings and their distances from lot lines, parking spaces, and adjoining streets and alleys. Please see example site plan. Additional copies may be required as needed.

**Basis for the requested action:** Substantiate the reasons why you feel the Board of Zoning Appeals should grant your request. Be specific (attach additional pages if necessary).

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An appeal for a variance to the Zoning Code cannot be granted by the Board of Zoning Appeals unless the following factors are shown to exist. Therefore, for each factor explain in detail how each applies to your appeal: (Please write on additional sheets of paper if you need more space).

1. The property in question cannot yield a reasonable return and there can be no beneficial use of the property without the variance. The variance would relieve a clearly demonstrable hardship approaching confiscation, as distinguished from a special privilege or convenience to the appellant.

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2. The variance is not substantial, i.e. the modification in the requirement that is being requested is not a significant amount in comparison to the requirement.

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3. The essential character of the neighborhood, i.e. adjacent properties, will not be substantially altered or suffer a substantial detriment as a result of the variance.

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4. The variance will not adversely affect the delivery of governmental services such as water, sewer.

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5. The property owner was not aware of the zoning restrictions when purchasing the property.

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6. There is no other feasible method of solving the property owner's predicament.

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\_\_\_\_\_

7. The spirit and intent behind the zoning requirement will be observed and substantial justice done by granting the variance.

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\_\_\_\_\_

**I/WE CERTIFY AND ACKNOWLEDGE THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY/OUR KNOWLEDGE.**

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

\_\_\_\_\_  
Signature of Co-applicant

\_\_\_\_\_  
Typed or printed name and title of applicant

\_\_\_\_\_  
Typed or printed name of co-applicant

State of Ohio

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

by \_\_\_\_\_ (name of person acknowledged).

(seal)

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

My commission expires: \_\_\_\_\_

# Application Check List

Please review for completeness

## ITEMS TO BE SUBMITTED:

- Proof of ownership or Property Owner Affidavit.
- General Application
- Site plan if necessary
- Fee of \$57 (residential) or \$285 (commercial). Fee must be submitted with the application.
- Board of Zoning Appeals - Variance Application.
- Please include the following Exhibits (Exhibits are to be attached and made part of the petition):
  - Exhibit A: A scale drawing with the dimensions of the property including existing and proposed buildings and their distances from lot lines, parking spaces, and adjoining streets and alleys. See sample site plan.

**Fees must be submitted at the time of application.**