

City of Franklin, Ohio
VARIANCE APPLICATION
UDO Section 1115.10

Application No. _____

The undersigned owner(s) of the following property hereby submit this application requesting a variance, as specified below.

1. Name of Applicant(s): _____
 2. Mailing Address: _____
 3. Phone Number: _____ (home) _____ (work)
 4. Address of the property where variance is requested: _____
 5. Lot No. of the property where variance is requested: _____
 6. Current Zoning District: _____ Current Use: _____
 7. Requesting variance from the following regulation: UDO Section _____
 8. Description/Nature of Variance requested: _____
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The following items must be submitted with this Application:

- _____ A. If the applicant is not the owner of the subject property, a notarized letter of authorization from the property owner(s), designating the applicant as his/her/their representative.
- _____ B. **Legal Description** of the property where the variance is requested – either a deed or a drawing prepared by a surveyor registered in the State of Ohio.
- _____ C. A **List** of all owners of property that are contiguous to the property where the variance is requested or that are across the street from it. (The list shall be based upon the Warren County Auditor’s current tax lists).
- _____ D. A **Vicinity Map** showing property lines, thoroughfares and existing zoning.
- _____ E. A **Narrative Statement** establishing and substantiating the justification for the variance, pursuant to the following Standards for Approval:
 - (1) Special conditions and circumstances exist which are peculiar to the land or structure involved and which are not applicable generally to other lands or structures within the same zoning district. (Examples of such special conditions or circumstances are: exceptional irregularity, narrowness, shallowness, or steepness of the lot, etc.);
 - (2) The special conditions or circumstances that exist did not result from the actions of the applicant;
 - (3) There cannot be any beneficial use of the property without the variance;
 - (4) The variance is not substantial and is the minimum relief necessary to make possible the reasonable use of the land or structures;
 - (5) The difficulty or reason why the applicant is seeking a variance cannot be resolved through any method other than a variance;
 - (6) The essential character of the neighborhood will not be substantially altered nor will adjoining properties would suffer substantial detriment as a result of the variance;
 - (7) The variance will not adversely affect the delivery of governmental services such as water, sewer, and trash pickup;
 - (8) Granting the variance will be in harmony with the general purpose and intent of the zoning requirement the applicant seeks a variance from and will not otherwise be detrimental to the public’s health, safety, or welfare; and
 - (9) Granting of the variance requested will not confer upon the applicant any special privilege that is denied by this UDO to other lands, structures, or buildings in the same district.

_____ F. Site plans, floor plans, elevations and other drawings at a reasonable scale to convey the need for the variance, as directed by the Zoning and Building Official.

_____ F. **The Application Fee.**

BE ADVISED THAT THE SUBMISSION OF ADDITIONAL SUPPORTING INFORMATION MAY BE REQUIRED.

***** Additional Conditions & Safeguards:** In approving a request for a variance, the Appeals Board may further prescribe any conditions and safeguards that it deems necessary to ensure that the objectives of the regulations or provisions to which the variance applies will be met. If the applicant will not agree with such conditions, the Variance shall not be granted.

***** Expiration of the Variance:** Variance approvals shall expire one (1) year from the date of approval, unless prior thereto the applicant applies for a building permit in accordance with the granted variance. There shall be no modification of any variance except upon further approval of Appeals Board.

****The applicant should check with the City’s Division of Building & Zoning in regards to any building code requirements or other permits required by the City. Acceptance and/or approval of this application is not a guarantee against a change in development requirements or standards due to unforeseeable circumstances once the project and/or construction begins. The applicant is advised to consult with specialists as needed.****

Signature of Applicant(s)

DATE: _____

OFFICE USE ONLY

Received Date: _____

TRC Meeting: _____

Legal Notice: _____

Mailings: _____

BZA Meeting: _____

Approved

Approved with Modifications: _____

Denied because: _____

Date of Approval or Denial: _____

Date Notice Mailed to Applicant: _____

Expiration Date of Variance: _____

Extensions: _____