



**BOARD OF ZONING AND BUILDING APPEALS APPLICATION**

City of Fairlawn, Ohio  
3487 S. Smith Road  
Fairlawn, OH 44333  
330-668-9500 Fax: 330-668-9546  
Email: [bldg\\_zoning@fairlawn.us](mailto:bldg_zoning@fairlawn.us)  
[www.cityoffairlawn.com](http://www.cityoffairlawn.com)

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

The undersigned (circle one) owner/holder of option/lessee/owner's agent

\_\_\_\_\_ of the property herein involved, does hereby petition for an appearance before the Board of Building & Zoning Appeals as provided under the Codified Ordinances, Section 1242.05, for purposes set forth below.

**\*\*\*SUPPORTING INFORMATION\*\*\***

**IF ALL THE APPLICABLE PROVISIONS BELOW ARE NOT SUPPLIED WITH THIS PETITION, NORMAL PROCESSING WILL NOT OCCUR UNTIL ALL ITEMS ARE SUBMITTED.**

1) Project Name: \_\_\_\_\_

2) Project Address: \_\_\_\_\_

3) Specific amount of variance requested in feet or square feet as applicable. Your specific request will appear on the agenda per your description.

\_\_\_\_\_  
\_\_\_\_\_

4) Attach six (6) sets of plans **drawn to scale** including, but not limited to:

- Type of Structure
- Street Names and Addresses
- Location of Property
- Location of Structure
- Dimensions of Property and Structure including all setbacks from property lines
- Total Square Footage of Structure
- Architectural Building Elevations
- Signs

- 5) Attach a letter containing:
  - Reasons for requesting variance
  - Specific amount of variance requested in feet or square feet as applicable
  - General compatibility with adjacent and other properties in the district
  
- 6) Attach written approval from the property owner or owner's agent for the requested variance if different from the proponent.
  
- 7) Be prepared to provide evidence for the following seven (7) items plus any additional factual items submitted as evidence:
  - a) Whether the property will yield a reasonable return or whether any beneficial use can be made without the variance
  - b) Whether the variance is substantial
  - c) Whether the essential character of the neighborhood would be substantially altered or whether the adjoining properties would suffer a substantial detriment if the variance were granted
  - d) Whether the variance adversely impacts the delivery of governmental services
  - e) Whether the property was purchased with the owner's knowledge of the zoning restrictions
  - f) Whether the owner's predicament can be feasibly obviated through some other method
  - g) Whether the spirit and intent behind the zoning ordinance would be observed and substantial justice done by granting a variance
  
- 8) If the variance is granted by the board for proposed construction, then you must submit a separate application to the Building & Zoning Dept. in order to obtain the necessary permits.
  
- 9) The applicant or a representative of the applicant **must be present** at the hearing.

\_\_\_\_\_  
 Print/Type name of Proponent

\_\_\_\_\_  
 Print/Type name of Property Owner/ Owner's Agent

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City, State \_\_\_\_\_

City, State \_\_\_\_\_

Zip \_\_\_\_\_ Phone \_\_\_\_\_

Zip \_\_\_\_\_ Phone \_\_\_\_\_

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

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

Additional information proponent wishes to include:

**A NON-REFUNDABLE FILING FEE** shall accompany this petition upon submittal to  
The Building & Zoning Department of the City of Fairlawn  
3487 S. Smith Road – Fairlawn, OH 44333

**FEES:**

Residential                      \$ 50.00 (for each variance requested)

Commercial                    \$300.00 (for each variance requested)

For each appeal from decision or ruling of the Building & Zoning Commissioner:  
\$300.00 for each appeal requested.

Fees are subject to change without notice

Please make checks payable to **City of Fairlawn**

## **2020 BOARD OF ZONING AND BUILDING APPEALS SCHEDULE**

### **Meeting Date**

### **Filing Deadline**

December 19, 2019

December 4, 2019

January 16, 2020

December 31, 2019

February 20, 2020

February 5, 2020

March 19, 2020

March 4, 2020

April 16, 2020

April 1, 2020

May 21, 2020

May 6, 2020

June 18, 2020

June 3, 2020

July 16, 2020

July 1, 2020

August 20, 2020

August 5, 2020

September 17, 2020

September 2, 2020

October 15, 2020

September 30, 2020

November 19, 2020

November 4, 2020

December 17, 2020

December 2, 2020

January 21, 2021

January 6, 2021

**MEETINGS WILL BE HELD AT 6:30 P.M. IN COUNCIL CHAMBERS**

**MEETING DATES ARE SUBJECT TO CHANGE**

**AGENDA WILL BE MAILED TO ALL PROPONENTS AND SURROUNDING PROPERTIES**