



# City of Worthington

## BOARD OF ZONING APPEALS

### APPLICATION

Meetings – First Thursday of Every Month

Case # _____
Date Received _____
Fee _____
Meeting Date _____
Filing Deadline _____

1. **Property Location** \_\_\_\_\_

2. **Present/Proposed Use** \_\_\_\_\_

3. **Zoning District** \_\_\_\_\_

4. **Applicant** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone Number(s)** \_\_\_\_\_

**Email** \_\_\_\_\_

5. **Property Owner** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone Number(s)** \_\_\_\_\_

**Email** \_\_\_\_\_

6. **Action Requested (ie. type of variance)** \_\_\_\_\_

7. **Project Details:**

a) **Description** \_\_\_\_\_

b) **Expected Completion Date** \_\_\_\_\_

c) **Approximate Cost** \_\_\_\_\_

**PLEASE READ THE FOLLOWING STATEMENT AND SIGN YOUR NAME:**

The information contained in this application and in all attachments is true and correct to the best of my knowledge. I further acknowledge that I have familiarized myself with all applicable sections of the Worthington Codified Ordinances and will comply with all applicable regulations.

\_\_\_\_\_  
Applicant (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner (Signature)

\_\_\_\_\_  
Date

## INSTRUCTIONS FOR FILING

- ◆ Please fill in information as completely as possible. Include all zip codes, phone numbers, the project description and project details. The owner of the lot on which the structure is or will be located must sign on the Property Owner signature line.
- ◆ Only one copy of the application and supporting materials needs to be filed. However, if any drawings are larger than 11"x17", 8 copies of the drawings must be submitted.
- ◆ Fee: \$25.00 for residential projects -- \$50.00 for commercial projects.

### **Please complete the following items on separate paper:**

1. Write a **Supporting Statement** describing the project and addressing the following factors applicable to the application:
  - (1) Whether the property in question will yield a reasonable return or whether there can be any beneficial use of the property without the variance;
  - (2) Whether the variance is substantial;
  - (3) Whether the essential character of the neighborhood would be substantially altered or whether adjoining properties would suffer a substantial detriment as a result of the variance;
  - (4) Whether the variance would adversely affect the delivery of governmental services (e.g. water, sewer, garbage);
  - (5) Whether the property owner purchased the property with knowledge of the zoning restriction;
  - (6) Whether the property owner's predicament feasibly can be obviated through some method other than a variance; and
  - (7) Whether the spirit and intent behind the zoning requirement would be observed and substantial justice done by granting the variance.
2. Include a **Site Plan** drawn to scale. The site plan must show all lot lines with dimensions and building footprints (including sheds, garages and additions) with the size, shape, orientation and dimensions clearly depicted.
  - Site plans for new structures and additions must show the dimensions of all structures on the lot and distances from lot lines.
  - Site plans for fences must show the fence location on the lot and distances from lot lines.
3. **Elevations** must be included for construction of a building, building addition, fence, shed, garage, sign or any change to a structure such as roof, shutters, doors and windows. An elevation is a scaled drawing showing all sides, features and dimensions of a structure. Sign elevations must also include size of lettering and logos and all other dimensions of the sign(s).
4. A **Floor Plan** and/or **Landscape Plan** may be required if determined by staff to be a necessary part of your request.
5. For residential applicants, please discuss your plans with neighbors if possible before the meeting. All property owners and renters adjacent to and across from your property will be notified of the public hearing.

**Submit to:** City of Worthington, 374 Highland Ave., Worthington, OH 43085. Please contact the Planning Department at 614-431-2424, or [planning@worthington.org](mailto:planning@worthington.org) with any questions.