

NOTICE OF APPEAL
REQUESTING A USE VARIANCE
NEWBURY TOWNSHIP

THIS APPLICATION SHALL BE COMPLETED BY THE APPLICANT

A. Name of Appellant: _____

Address of Appellant: _____

Telephone Number of Appellant: _____

B. Name of Owner of Record: _____

Address of Owner of Record: _____

Telephone Number of Owner of Record: _____

C. Address of the Lot: _____

D. Attach the names and addresses of all parties in interest from the County Auditor's current tax list (all lots adjacent to and directly across the street from the subject lot).

E. Attach documentation as to authority to file notice of appeal (e.g. deed, power of attorney, lease, or purchase agreement).

F. Attach a legal description of the lot, as recorded with the Geauga County Recorder.

G. Provide the current zoning district in which the lot is located: _____

H. Provide a description of the existing use of the lot: _____

I. Provide a description of the proposed use of the lot: _____

J. Attach eight (8) copies of a plan or map, drawn to scale, with a north arrow and date showing the following information:

1. The dimensions (in feet) of all lot lines and the total acreage of the lot:
2. The dimensions and elevations (in feet) of existing buildings or structures on the lot, if any.
3. The setback (in feet) from all lot lines of existing buildings, structures and uses on the lot, if any.
4. The dimensions and elevations (in feet) of proposed buildings or structures on the lot or of any addition or structural alteration to existing buildings or structures.

5. The total amount of square feet of floor space for each floor of proposed buildings or structures on the lot or of any addition or structural alteration to existing buildings or structures.
6. The setback (in feet) from all lot lines of proposed buildings, structures and uses on the lot or of any addition or structural alteration to existing buildings or structures.
7. The height (in feet) of existing buildings or structures on the lot.
8. The height (in feet) of proposed buildings or structures on the lot or of any addition or structural alteration to existing buildings or structures.
9. The name and location of the existing road(s), public and private, adjacent to the lot.
10. The number of dwelling units existing (if any) and proposed for the lot.
11. The location, dimensions (in feet), and number of parking spaces existing (if any) and proposed.
12. For commercial and industrial uses: the location, dimensions (in feet), and number of loading/unloading spaces.
13. The location and dimensions (in feet) of any existing or proposed easements on the lot.
14. The location and description of existing and proposed landscaping and buffer areas on the lot.
15. The existing topography of the lot, at contours intervals of two (2) feet, and a final grading plan.
16. The location of any exterior lighting fixtures, their maximum lumens and documentation that they are, and will be installed as, full cutoff fixtures.
17. For commercial and industrial uses: the location and dimensions of any exterior display, sales, or storage areas on the lot.
18. The location and dimensions of a fire protection pond and dry hydrant, if applicable.

K. Provide a copy of the driveway culvert pipe permit issued by the appropriate governmental authority, if applicable.

L. Documentation shall be provided that the appropriate governmental agency has approved the sewage treatment facility to serve the proposed use on the lot.

M. Provide eight (8) copies of the approval letter or permit, and the erosion control plan as applicable, from the Geauga Soil and Water Conservation District concerning the storm water management and erosion control plan per Article IV of the Newbury Zoning Resolution. (440-834-1122)

N. Provide the following additional information:

1. State the exact nature of the variance requested: _____

2. Provide the specific zoning regulations from which a variance is requested: _____

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3. Written justification for the requested use variance shall be made. Response to the following shall be provided:
- a. Whether there are conditions that are unique to this lot, and not ordinarily found in the same zoning district? _____

 - b. Did the applicant create these conditions? _____

 - c. Whether the variance would adversely affect the rights of adjacent owners? _____

 - d. Whether the variance would adversely affect the public health, safety or general welfare? _____

 - e. Whether the spirit and intent behind the zoning requirement would be observed and substantial justice done by granting the variance? How? _____

 - f. Whether the requested variance is the minimum action, which would afford relief to the applicant? _____

 - g. What other economically viable use of the lot could be made within this zoning district? _____

I hereby certify that all of the information supplied in this application and attachments hereto are true and correct to the best of my knowledge, information, and belief.

I hereby acknowledge that I understand that the penalty for falsification is imprisonment for not more than six (6) months, or a fine of not more than one thousand dollars (\$1,000), or both.

Appellant's Signature

Print Name: _____

Date: _____

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FOR OFFICIAL USE ONLY

Variance Application Number: _____

Zoning Certificate Application Number: _____

Date Notice Filed with Zoning Inspector: _____

Date Notice Filed with Board of Zoning Appeals: _____

Date of Notice to Parties in Interest: _____

Date of Notice in Newspaper: _____
(provide name of newspaper)

Date of Public Hearing: _____

Amount of Appeal Fee Paid: \$ _____

I hereby acknowledge receipt of this notice of appeal requesting a variance this _____ day of _____, 20_____.

Signature of Chairman or Secretary
Of Township Board of Zoning Appeals

Print Name

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