



# Concord Township,

Lake County, Ohio

7229 Ravenna Road  
 Concord Township, OH 44077  
 (440)354-7505 or 354-7506  
 www.concordtwp.com

## Variance/Appeal Application

Application Number: \_\_\_\_\_

PROPERTY LOCATION	Address	Zip	
	Parcel Number	Subdivision	Lot #
	District	Lot Size	

APPLICANT/OWNER	Applicant		
	Address	City	Zip
	Phone	Email	
	Property Owner (if different than applicant)		
	Address	City	Zip
	Phone	Email	

DESCRIPTION OF REQUEST AND APPLICABLE CODE SECTION(S)	

SUBMITTAL REQUIREMENTS	One (1) completed original application form for a variance or appeal, fees, and the following arranged into nine (9) packets shall be submitted to the Zoning Office. Incomplete applications will not be accepted.
	1. Variance or Appeal statement describing the nature of the variance requested.
	2. Applicant's reason for the variance. It is to the applicant's advantage to provide any information that shows evidence of practical difficulty.
	3. Site Plan drawn to scale.
	4. Building plans and/or elevations, as applicable.
	5. Other maps, plans, letters, photographs, or information relevant to the case.

**I hereby certify all the above statements, submitted information, and attached drawings to be factual and representative of the existing and proposed conditions of the property relative to this application.**

APPLICANT (PRINTED NAME) \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT (SIGNATURE) \_\_\_\_\_

**\*\*\*For Official Use Only\*\*\***

DATE APPLICATION RECEIVED \_\_\_\_\_ FEE PAID \_\_\_\_\_ CASH OR CHECK NO. \_\_\_\_\_

DATE OF NOTICE TO PARTIES OF INTEREST \_\_\_\_\_

DATE LEGAL NOTICE SENT TO NEWSPAPER \_\_\_\_\_

DATE PUBLISHED \_\_\_\_\_

DATE OF PUBLIC HEARING \_\_\_\_\_

DECISION OF BOARD OF APPEALS \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_

IF APPROVED, THE FOLLOWING SAFEGUARDS WERE PRESCRIBED:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

IF DENIED, THE REASON FOR REFUSAL:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

\_\_\_\_\_  
BOARD OF ZONING APPEALS, CHAIRPERSON

\_\_\_\_\_  
DATE