



Planning and Zoning Department

Perrysburg Township, *Established 1823*

26609 Lime City Road Perrysburg, Ohio 43551
Phone: 419.872.8863 Fax: 419.872.8889

www.perrysburgtownship.us

ZONING ADMINISTRATOR

Kelly Hemminger

**INFORMATION NEEDED TO APPLY FOR
A VARIANCE OR CONDITIONAL USE HEARING**

1. Completed Application for a Zoning Certificate. Also, a completed application for a Notice of Appeal – Variance or an application for a Conditional Use Permit. If you are representing a corporation, partnership or owner, please submit a notarized letter authorizing you to speak for the applicant.
2. A list of all property owners within, contiguous to, and directly across from subject property. This list must contain the complete address of such owners as those addresses appear on the County Auditor’s current tax list or the Treasurer’s mailing list. (<http://auditor.co.wood.oh.us>.)
3. A non-refundable fee of \$150.00 (either cash or a check made out to the “Perrysburg Township Trustees”) must accompany the application.



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APPLICATION FOR CONDITIONAL USE PERMIT

Application Number: _____

The undersigned requests a conditional use permit for the use specified below. Should this application be approved, it is understood that it shall only authorize that particular use described in the application and any conditions or safeguards required by the Board of Zoning Appeals. Also, please review Article XII Section C 2 c which deals with the BZA and Conditional Use Certificates.

Location of Property: _____

Description of Proposed Conditional Use: _____

Supporting Information: Attach a site plan for the proposed use showing the location of buildings, parking and loading areas, traffic access and circulation drives, open space, landscaping, ponds (see Article VII, Section T) and swales, utilities, yards, refuse and service areas, etc. Also attach a narrative statement, relative to the above requirements and Article XII Section C 2 c 2.

Name of Appellant (Please Print)

Appellant Signature

Date Filed _____

Notice to Parties in Interest _____

Notice In Newspaper _____

Date of Public Hearing _____

Fee Paid _____

Decision of the Board of Zoning Appeals: _____

Date of Decision: _____

Attest By: _____

Secretary

Chairman

Decisions of the Board of Zoning Appeals are subject to appeal to the Court of Common Pleas for 30 days after the entry of the final order or decision. Any work or other actions started before the time for appeal has passed are at the risk of the property owner.