



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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NOTICE OF APPEAL – VARIANCE

Application Number: _____

I hereby appeal, to the Board of Zoning Appeals, the refusal of a Zoning Certificate by the Township Zoning Inspector. My reason for appeal is as follows:

There was the following error in said decision: _____

A Variance should be allowed, in this case, to avoid unnecessary hardship: _____

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.