



City of NORTH CANTON, OHIO

145 NORTH MAIN STREET
NORTH CANTON OHIO 44720-2587
(330) 499-5557

IMPORTANT NOTICE TO APPLICANT

Dear Applicant:

After you have filled out the forms for your request for a zoning variance and your application has been processed, you will be notified, by mail, of the date on which your application will be considered by the Zoning/Building Standards Board of Appeals of the City of North Canton. The following information is provided to assist you in presenting your case to the Board of Zoning Appeals.

Your application will be considered at a hearing, open to the public, in the chambers of City Council. The Zoning Board is a five-person panel. At the hearing you will be invited to present any information which you believe is relevant to your application and you will have the opportunity to tell the Board of Zoning Appeals why your application should be granted. The Board of Zoning Appeals will also entertain comments or arguments from any of your neighbors or fellow citizens who either support or are in opposition to your application.

It is important for you to understand that you will have the burden to prove why your application should be granted and why the zoning regulations in question should not apply to your property. In this regard, it is important for you to note the items which are listed below. The Board of Zoning Appeals will require you to address these issues. **Your application will be granted or denied based upon the following issues:**

- A. Special conditions exist peculiar to the property in question.
- B. That a literal interpretation of the ordinance would deprive the applicant of rights enjoyed by other property owners.
- C. That the special conditions are not a result of actions by applicant.
- D. That the requested variance is the minimum variance that will allow a reasonable use of the property or building.

It is very important that you fill out all forms in their entirety and in a legible manner. Failure to do so may delay your application. Again, please note that any questions that you have about this process are most welcome and will be answered to the best of our ability.

If you have any questions regarding your application for a variance, please contact Eric Bowles, Director of Permits & Development, at (330) 499-5557.

Very truly yours,

City of North Canton
Zoning/Building Standards Board of Appeals



City of NORTH CANTON, OHIO

145 NORTH MAIN STREET
NORTH CANTON OHIO 44720-2587
(330) 499-3465

INSTRUCTIONS FOR FILING A VARIANCE REQUEST

1. The application must be typewritten or printed (applications that cannot be read may be delayed), accompanied by a seventy-five (\$75.00) *dollar fee* and submitted to the Superintendent of Permits and Inspections **by the 8th of the month** in which you wish your application to be reviewed.
2. The application must be accompanied by a scaled plot plan of the property affected containing the following information:
 - A. Lot lines and dimensions
 - B. Location of all existing and proposed buildings.
 - C. Location of all existing and proposed driveways and parking areas.
 - D. Location of all existing and proposed signs.
 - E. Indication of all front, side and rear yard setbacks,
 - F. North arrow.

Failure to include all above mentioned items may delay the processing of your application.

3. The application for an **AREA** variance **must include a map** showing all property adjoining and across the street from the property on which the variance is requested. On attachment "A" you must fill in the City lot numbers, owner names, mailing address (street, city, Zip code) for each property. Failure to do so may delay the processing of your application.
4. The applications for **USE** variance **must include a map** showing all property within 200 feet. On attachment "A" you must fill in the City lot numbers, owner names, mailing address (street, city, zip code) for each property within the 200 feet. Failure to do so may delay the processing of your application.
5. The applicant or his agent **must be present at the hearing** in order for the application to be acted upon.
6. The applicant is responsible for the accuracy and completion of the required information.



City of NORTH CANTON, OHIO

145 NORTH MAIN STREET
NORTH CANTON OHIO 44720-2587

APPLICATION FOR VARIANCE \$75.00 FEE

CASE # _____

DATE FILED _____

HEARING DATE _____

1. ADDRESS OF THE PROPERTY AFFECTED _____

_____ LOT # _____ ZONING _____

FRONTAGE _____ DEPTH _____

OWNER _____ PHONE _____

ADDRESS OF OWNER _____ Same _____

2. DESCRIBE THE VARIANCE REQUESTED _____

3. CODE AND SECTION FROM WHICH THE VARIANCE IS REQUESTED _____

4. JUSTIFICATION OF THE VARIANCE: IN ORDER FOR THE VARIANCE TO RECEIVE CONSIDERATION, THE APPLICANT MUST BE PREPARED TO CONVINCING THE BOARD OF APPEALS THAT THE FOLLOWING ITEMS ARE TRUE.

- A. SPECIAL CONDITIONS EXIST PECULIAR TO THE PROPERTY IN QUESTION.
- B. THAT A LITERAL INTERPRETATION OF THE ORDINANCE WOULD DEPRIVE THE APPLICANT OF RIGHTS ENJOYED BY OTHER PROPERTY OWNERS.
- C. THAT THE SPECIAL CONDITIONS ARE NOT A RESULT OF ACTIONS BY APPLICANT.
- D. THAT THE REQUESTED VARIANCE IS THE MINIMUM VARIANCE THAT WILL ALLOW A REASONABLE USE OF THE PROPERTY OR BUILDING.

