



CITY of VAN WERT

515 EAST MAIN STREET • VAN WERT, OHIO 45891

www.vanwert.org

"Vincit Amor Patriae"

The Love of Country Conquers

MAYOR
419-238-0308

SAFETY-SERVICE DIRECTOR
419-238-1237

APPLICATION FOR ZONING BOARD OF APPEALS Van Wert, Ohio

Petition For

- _____ **VARIANCE**
_____ **CONDITIONAL USE**
_____ **APPEAL OF ZONING INSPECTOR'S DECISION**

To: The Zoning Board of Appeals of the City of VanWert, Ohio

From: **Name** _____

Address _____

City, State, Zip _____

1. I/we are the owners of record of the following parcel or parcels of land in the City of Van Wert, Ohio, Van Wert County, Ohio:

Parcel/Lot Numbers: _____

2. Said parcel or parcels are located at:

Address: _____

3. Present Zoning: _____

4. Present Use: _____

5. Proposed Variance, Conditional Use or Appeal: _____

Signed _____

Address _____

City, State, Zip _____

Telephone _____

Date _____



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When applying for a Variance, Conditional Use, or Appeal, the following items are required upon filing:

1. A copy of a map showing the location of the property concerned, and the location of all highways, streets, and alleys; and all lots and parcels of land contiguous to and directly across the highway, street, or alley from the area subject to the proposed change. *[This map will be provided for you by the Building Department, Room 203, Municipal Building, 515 East Main Street, Van Wert, Ohio.]*
2. A list of owners of the property contiguous to and directly across any and all highways, streets, and alleys in the area subject to the proposed change. The list shall contain the names and addresses of said property owners as they appear on the official records of the Van Wert County Auditor's Office. *[This information may be obtained in the Van Wert County, Auditor's Office, Second Floor, Van Wert County Court House, 121 East Main Street, Van Wert, Ohio]*
3. A description of the proposed construction and use. *[Plans, drawings, pictures.]*
4. A fee of \$50.00 *[Checks may be made payable to the City of Van Wert.]*

IT IS IMPORTANT THAT THE ABOVE ITEMS ARE FILED IN THE ADMINISTRATION OFFICE, ROOM 203, 515 EAST MAIN STREET, VAN WERT, OHIO NO LATER THAN THREE [3] FULL WEEKS PRIOR TO THE NEXT SCHEDULED MEETING.

This is necessary so that certified letters may be sent to the contiguous property owners and a legal notice may be prepared for publication in the local newspaper.

Zoning Board of Appeal meetings are held the second Thursday of each month in the City Council Chambers, 515 East Main Street, Van Wert, Ohio, at 5:00 P.M., Van Wert Time.

You are encouraged to attend the meeting and/or have a representative present to explain the reason for the request or to answer any questions from the Board members about the proposed change(s). You should bring any materials, plans, pictures, or other items that may assist you in your request.