



CITY OF BROOK PARK

BUILDING DEPARTMENT | 5590 Smith Road | Brook Park | Ohio | 44142

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| Office | 216.433.7412

2026 BOARD OF ZONING APPEALS (Variance)

The Board of Zoning and Building Appeals shall have the power, in specific cases, to vary the application of certain provisions of the Zoning Code in order that the public health, safety, morals, and general welfare may be safeguarded and substantial justice done.

PROJECT ADDRESS			☐ RESIDENTIAL	☐ COMMERCIAL	ZONE	
PARCEL #			BUSINESS NAME (If Applicable)			
PROPERTY OWNER NAME(S)						☐ Will Attend Meeting
Phone #		Email				
Street Address		City		Zip		
AGENT/CONTACT PERSON NAME(S)						☐ Will Attend Meeting
Phone #		Email				
Street Address		City		Zip		

VARIANCE(S) REQUESTED	☐ Fence ☐ Pool ☐ Setback ☐ Lot Line ☐ Square Footage ☐ Non-Masonry ☐ Signage ¹ ☐ Parking ²
	☐ Other:
	¹ Provide rendering for proposed sign(s) that clearly indicates size and location
	² Provide plan that clearly numbers, and designates (Customer, Employee, Land banked etc.) each space
SUMMARY OF REQUEST	

THE BOARD CAN GRANT A VARIANCE ONLY IF YOU CAN ESTABLISH YOUR RIGHT TO A VARIANCE BY MEETING ALL OF THE FOLLOWING CRITERIA. AS A PREREQUISITE, THE BOARD SHALL MAKE A FINDING BASED ON THESE FOUR CONDITIONS AS THEY APPLY IN EACH INDIVIDUAL CASE (MUST ANSWER ALL):	
1. How would the literal application of the provisions of the Code result in an unnecessary hardship peculiar to the property involved? Hardships cannot be based on conditions created by the owner. (A theoretical loss or limiting possibilities of economic advantages are general hardships, not unnecessary hardships.)	
2. What other exceptional circumstances or conditions (such as topographical or geological conditions or types of adjoining developments) only applicable to the property involved or to the intended use of the property and not applicable to other properties within the same zone unless the same exceptional circumstances prevail exist?	
3. Explain why a variance would not be materially detrimental to the public welfare or injurious to the property or improvements in the neighborhood in which the property is located or to the abutting property owners.	
4. Explain why granting a variance would not be contrary to the general purpose, intent, and objectives of the Zoning Code and the planning program of the City.	

APPLICANT SIGNATURE		☐ Owner ☐ Agent	DATE	
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