



Application for Appeals

Monroe Development Department
233 South Main Street, Monroe, Ohio 45050
Phone: 513-539-7374
www.monroeohio.gov

For Staff Use Only

Submittal Date:

Date Application Determined Complete:

Fee Paid:

Staff Initials:

Application/Case Number:

Appeals Information

1. An appeal shall stay all proceedings by the City in furthering the decision being appealed, except in cases where a stay would cause imminent peril to life or property.
2. The appeals procedure and review criteria are established in Section 1207.28 of the Monroe Planning and Zoning Code.
3. The application fee for a variance is due at the time the application is submitted. The fee schedule can be found in Chapter 286 of the Monroe Code of Ordinances.

Basic Project and Site Information

Project Address:

County: Butler Warren

Total Lot Area:

County Tax Parcel ID:

Existing Zoning District:

Date of decision being appealed:

Board or staff responsible for action being appealed:

Applicant Information

Applicant Name:

Contact Person:

Contact Address:

Contact Phone Number:

Contact Fax Number:

Contact E-Mail:

Project Address or Tax Parcel ID:

Additional Project Information

1) Explain, in detail, the nature of your request for an appeal and what you feel is the justification for such appeal.

Certification and Signature

Applicant Signature - I certify that, to the best of my knowledge, the information contained in this form and within any attachments is correct and truthful.

Print Name:

Signature:

Date:

Submittal Requirement Checklist Number of Copies <>

General Information

- | | |
|--------------------------|---|
| ☐ | Appeal Application Form |
| ☐ | Application fee |
| ☐ | Any additional information determined to be necessary by the Development Department. |
| ☐ | OPTIONAL - The applicant may submit any additional information that they feel supports their reasoning for an appeal to the BZA in advance of the hearing. |