



**6701 GREENWICH ROAD  
P. O. BOX 750  
WESTFIELD CENTER, OH 44251  
330-887-5151**

**RESIDENTIAL VARIANCE PETITION APPLICATION**

The Zoning Inspector must approve the application and all appropriate fees (Exhibit V, Fee Schedule) must be paid before a meeting can be scheduled.

APPLICANT'S NAME: _____
APPLICANT'S ADDRESS: _____
APPLICANT'S TELEPHONE NUMBER: _____
APPLICANT'S EMAIL ADDRESS: _____
APPLICANT'S SIGNATURE: _____ DATE: _____
PROPERTY OWNER INFORMATION (IF NOT APPLICANT):
PROPERTY OWNER'S NAME: _____
PROPERTY OWNER'S ADDRESS: _____
PROPERTY OWNER'S TELEPHONE NUMBER: _____
PROPERTY OWNER'S EMAIL ADDRESS: _____
PROPERTY OWNER'S SIGNATURE: _____ DATE: _____

PROPERTY ADDRESS: \_\_\_\_\_

PARCEL NUMBER: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_

CURRENT USE OF PROPERTY: \_\_\_\_\_

SITUATED IN THE VILLAGE OF WESTFIELD CENTER, OHIO, I HERBY PETITION FOR A VARIANCE ON THE ABOVE DESCRIBED PREMISES: (DESCRIBE REASON FOR VARIANCE REQUEST AND INCLUDE APPLICABLE SECTION(S) OF THE ZONING CODE.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SUCH VARIANCE WILL NOT BE DETRIMENTAL TO THE PUBLIC WELFARE OR TO THE PROPERTY OF OTHER PERSONS LOCATED IN THE VICINITY THEREOF BECAUSE:

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**To ensure that your application will not be returned as incomplete, please attach the following documentation:**

**1 COPY:** BUILDING PLANS (NO LARGER THAN 11X17) SHOWING GROUND GRADE AT EACH ELEVATION (IF APPLICABLE) OF THE BUILDING, FOUNDATION, DRIVEWAY AND PARKING AREA. THE TOTAL SQUARE FOOTAGE OF THE PROPOSED STRUCTURE/BUILDING (INCLUDE THE SQUARE FOOTAGE OF EACH LEVEL, IF APPLICABLE).

SITE PLAN (NO LARGER THAN 11X17) DRAWN TO SCALE OF ONE INCH (1”) EQUALS ONE HUNDRED FEET (100’), IDENTIFIES THE CONSTRUCTION TO TAKE PLACE AND INCLUDE ALL **LOT DIMENSIONS AND SETBACKS** OF THE PROPOSED STRUCTURE/BUILDING TO BE BUILT. THE SITE PLAN MUST ALSO INCLUDE ANY EXISTING STRUCTURE/BUILDING AND THE **DIMENSIONS, SQUARE FOOTAGE AND SETBACKS** OF EACH.

NOTE: ALL PROPERTY OWNERS CONTIGUOUS TO THE PROPERTY WILL BE NOTIFIED OF THE MEETING DATE AND TIME. THE PROPERTY OWNER IS REQUIRED TO ATTEND THE HEARING.

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**OFFICE USE ONLY**

**VERIFICATION OF RECEIPT OF FEES:**

FEE	PAYMENT METHOD	DATE PAID	PAY-IN NUMBER

HEARING DATE AND TIME: \_\_\_\_\_/\_\_\_\_\_

APPLICANT/PROPERTY OWNER NOTIFIED OF HEARING DATE AND TIME: \_\_\_\_\_

CONTIGUOUS PROPERTY OWNERS NOTIFIED OF HEARING DATE AND TIME: \_\_\_\_\_

HEARING DATE AND TIME ADVERTISED: \_\_\_\_\_

HEARING DATE AND TIME POSTED TO VILLAGE WEBSITE: \_\_\_\_\_