



City of Hillsboro Planning Commission
Hillsboro Administration Building
130 North High Street, Hillsboro, Ohio 45133

APPLICATION FOR VARIANCE REQUEST

Date _____

Property Owner _____ Phone _____

Address _____ Email _____

Applicant Name _____ Phone _____

Address _____

Property Address _____ Parcel Number _____

Brief Reason for Application _____

Section(s) of Hillsboro zoning code requested for variance: _____

Submittal Requirements:

- a. A complete application form
- b. Names, mailing addresses and parcel identification numbers of properties owners within 500 feet of the subject property on record at the time of application, along with prepared mailing labels for the same.
- c. Justification letter (7 copies) explaining the requested variance(s), the reason for the variance(s), and demonstrating compliance with the following criteria:
 - 1.) The modification granted will not be detrimental to the public health or safety
 - 2.) An unusual topographical or other exceptional physical condition exists and the strict compliance with these regulations would create a hardship.
 - 3.) The hardship was not self-created by the appellant or his agent.
 - 4.) The modification will only permit a departure from these regulations to the extent necessary to remove the hardship.
 - 5.) Any modification granted will not be detrimental to the public interest nor conflict with the intent and purposes of these regulations.

A filing fee of \$40 for each variance requested.

I hereby certify that the attached documents and the above answers are true and correct to the best of my knowledge. I understand that I am requesting variance(s) to the Hillsboro, and that the burden of proof to establish justification for the variance(s), as applied for, is solely upon the applicant. The application for variance request shall be scheduled for an adjudicatory/quasi-judicial hearing before the Hillsboro Planning Commission Executive Committee.

Applicant(s) _____
Print Name

Owner(s) Consent: _____
Print Name

Signature of Applicant(s)

Signature of Property Owner(s)