



CLARK COUNTY OHIO

COMMUNITY & ECONOMIC DEVELOPMENT

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VARIANCE APPLICATION

For the unincorporated areas of: Bethel, Green, Harmony, Madison, Mad River, Moorefield, and Pleasant townships.

01/2026

Case No. BZA - _____ - _____

Meeting Date: ____ / ____ / _____

Fee \$ 185.00

Fee Paid

BS&A # _____

Site Address (if no site address, enter Parcel Number) _____

Township _____

Property Owner's Name _____

Owner's Mailing Address _____

City _____ State _____ Zip _____

Owner's E-Mail Address _____ Phone Number ____ / ____ / _____

Agent's Name _____

Agent's Address _____ Phone Number ____ / ____ / _____

Agent's E-Mail Address _____

Give a brief description of the existing use of the property.

Specify nature of requested variance.

For Staff: Section # _____

A submitted variance application must include written response to variance review criteria.

See Page 3.

Provide a site plan showing the following items as applicable to the variance request:

- a. Lot lines and all existing and proposed structures on the subject property.
- b. Existing and proposed access points.
- c. All existing and proposed easements and rights-of-way.
- d. Bodies of water, existing drainage ways and locations (if proposed to relocate).
- e. Relationship to adjoining properties.
- f. Locations of existing and proposed utilities.
- g. Location of existing and proposed sidewalks, parking areas, and driveways.
- h. Proposed treatment of existing topography, drainage ways and tree cover.
- i. Proposed landscaping and lighting plans.

(Reference source: [Clark County Auditor GIS](#))

FILING FEE: A fee of \$185, which is non-refundable, must be paid before this Variance Application can be accepted. Make checks payable to “Clark County Community and Economic Development”.

A Variance Application will not be accepted as officially filed, or be considered for processing, unless or until the appropriate form has been completed, all information (attachments/exhibits) have been submitted, and all fees have been paid in full.

OWNER/AGENT AFFIDAVIT

I/We, _____

being duly sworn certify and say that the foregoing statements in this application and information included in the attachments and exhibits, are true and correct to the best of my/our knowledge and belief. And I/We certify that no legal action has been entered into or is pending that would be affected by any change resulting from approval of this request. If the Applicant is not the Property Owner, I/We certify and say that the Property Owner is aware of this Application and concurs with its submission.

SIGNATURE: _____ DATE: ____ / ____ / _____

NOTARY SEAL

In Testimony Whereof, I have hereunto set my hand and official seal.

Signature of Notary

DATE: ____ / ____ / _____

Date Commission Expires

The Clark County Board of Zoning Appeals uses the Findings of Facts listed below to review every variance request.

A submitted variance application must include written response to items 903.03.021.1 thru 903.03.021.8.

903.03.02 Variances. To authorize upon appeal by reasons of exceptional narrowness, shallowness, shape, topographic conditions, or other extraordinary situation or condition of a lot, a Variance from strict application of the provisions of these Regulations to relieve exceptional difficulties or undue hardship, provided said relief can be granted without substantial detriment to the public good and does not substantially impair the intent of these Regulations.

903.03.021 Findings Of Facts: The factors below shall be considered and weighed by the Board of Zoning Appeals in determining whether the strict application of any provision of these Regulations would result in a practical difficulty, which in turn deprives the property owner of an allowed use of the property. [rev. 11-4-2020]

Fact 1 (903.03.021.1) The subject property cannot yield a reasonable return and there can be no beneficial use of the property without a variance, the variance would relieve a clearly demonstrable situation where strict application of these Regulations created a practical difficulty that will deprive the property owner of economically viable use of the land, as distinguished from a special privilege or convenience to the owner.

Fact 2 (903.03.021.2) Requested variance is not substantial.

Fact 3 (903.03.021.3) The essential character of the neighborhood will not be substantially altered or suffer a substantial detriment as a result of the variance.

Fact 4 (903.03.021.4) The requested variance will not adversely affect the delivery of governmental services such as police and fire protection, water and sewer services, and solid waste regulation and disposal.

Fact 5 (903.03.021.5) The property owner purchased the subject property without knowledge of the zoning restriction(s).

Fact 6 (903.03.021.6) The property owner's predicament feasibly can be obviated through some method other than granting a variance.

Fact 7 (903.03.021.7) The subject property possesses a condition(s) involving irregular, narrow, shallow or steep lots, or other exceptional physical conditions and because of such exceptional physical conditions, strict application of a provision or provisions of these Regulations would be unreasonable.

Fact 8 (903.03.021.8) The spirit and intent behind the zoning requirement will be observed and substantial justice done by granting the requested variance(s).

On the next page, please provide a written statement explaining how your specific request relates to the question stated in each of the Findings of Facts.

Fact 1: Can the property create a reasonable economic return and/or continue to be used beneficially without granting the variance? _____

Fact 2: Is the request substantial? _____

Fact 3: Will the character of the neighborhood be substantially **or** detrimentally impacted by the request?

Fact 4: Will the request negatively impact the delivery of governmental services such as fire protection, solid waste, water and sewer services, etc. _____

Fact 5: Were you aware of the zoning restrictions when you purchased the property? _____

Fact 6: Is there another way other than granting the variance to accomplish the same outcome? _____

Fact 7: Does the property have any irregularities (shallow, narrow, steep, etc.) that make it impossible to conform with the requirements? _____

Fact 8: Will the intent behind the zoning requirement still be observed by granting the request? _____
