



Planning and Zoning Department  
4900 Parkway Drive, Suite 150  
Mason, Ohio 45040  
Phone (513) 701-6958

### CONDITIONAL USE APPLICATION

Please read then complete entire application. Incomplete applications may not be processed. If you are not the property owner(s), please include a signed letter from the property owner(s) authorizing you to make this application.

Applicant's Name	_____	Telephone	_____
Applicant's Address	_____	Fax	_____
	_____	Email	_____
Owner	_____	Telephone	_____
Owner's Address	_____	Fax	_____
	_____	Email	_____

**LOCATION IS SOUGHT**

\_\_\_\_\_ Complete mailing address including zip code

_____ Current Zoning	_____ Parcel ID#	_____ Acreage of Parcel
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Request variance to section(s) \_\_\_\_\_

Reason for request (why a conditional use is sought?) What hardship requires that the conditional use be granted?

\_\_\_\_\_

\_\_\_\_\_

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**PLEASE REVIEW THE FOLLOWING REQUIREMENTS. APPLICATION WILL NOT BE PROCESSED UNLESS ALL INFORMATION IS PROVIDED (Staff has the discretion to waive any part of the required items)**

- Included is a stamped surveyed drawing showing existing structures and the placement of the proposed variance which includes lot lines, setbacks, etc.
- Graphics, pictures, and or elevations if applicable, have been included and represent the material to be presented in an accurate fashion.
- The Board of Zoning Appeals shall not grant a variance unless it shall, in each specific case,

**make specific findings of fact based directly upon the particular evidence presented to it, that support the following conclusions. Please provide a statement addressing each of the following:**

**CONDITIONAL USE REVIEW CRITERIA**

- 1.** In reviewing conditional uses, the BZA shall consider the following:
  - a.** The use is a conditional use, permitted with approval by the BZA, in the district where the subject lot is located;
  - b.** The use is in accordance with the objectives of the Deerfield Township Comprehensive Plan and zoning resolution; and
  - c.** The conditional use will not substantially and/or permanently injure the appropriate use of neighboring properties and will serve the public convenience and welfare.
  
- 2.** In order to approve a conditional use, the BZA shall use the following review criteria:
  - a.** The use is in fact a conditional use as established within the applicable zoning district;
  - b.** The use will be harmonious with, and in accordance with, the purpose of this zoning resolution and consistent with the policies of the Deerfield Township Comprehensive Plan;
  - c.** The use will conform to the general character of the neighborhood in which it will be located;
  - d.** The use complies with all applicable provisions of this zoning resolution including any use-specific standards;
  - e.** The use be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and will not change the essential character of the same area;
  - f.** The use will not create excessive additional requirements, at public cost, for public facilities and services and will not be detrimental to the economic welfare of the community;
  - g.** That the proposed use at the particular location is necessary or desirable to provide a service or facility which will contribute to the general well being of the neighborhood or the community; and
  - h.** That such use will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity.

**Expiration**

For conditional uses, the applicant shall have one year from the date of approval to receive an approved zoning permit or the conditional use shall be deemed null and void. Applicant may submit one request for an extension of six month to the BZA.

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<b>Applicants Name</b>	<b>Applicants Signature</b>	<b>Date</b>
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**The minimum application fee is \$300 for Residential Districts and \$400 for all other Districts, to be applied to expenses. Deerfield reserves the right to require additional fees to cover unforeseen expenses.**

**This application shall be completed and eight (8) hard copies 11"x17" and an electronic PDF file, including maps, shall be filed with the Planning & Zoning Department for presentation to the Deerfield Township Board of Zoning Appeals. Fee must be paid upon submission for application to be processed.**

**For office use only**

**Date filed** \_\_\_\_\_ **Fee** \_\_\_\_\_ **Receipt** \_\_\_\_\_ **Case #** \_\_\_\_\_

**Yes**     **No**    **Application criteria has been met**

**Date legal advertisement appears** \_\_\_\_\_ **Date on Docket** \_\_\_\_\_

**Yes**     **No**    **Continuance granted**            **Date on Docket** \_\_\_\_\_

**Approved**         **Denied**