



BOARD OF ZONING AND BUILDING APPEALS APPLICATION

City of Fairlawn, Ohio
3487 S. Smith Road
Fairlawn, OH 44333
330-668-9502 Fax: 330-668-9546
Email: bldg_zoning@fairlawn.us
www.fairlawn.us

Date: _____

The undersigned (circle one) owner/holder of option/lessee/owner's agent

_____ of the property herein involved, does hereby petition for an appearance before the Board of Building & Zoning Appeals as provided under the Codified Ordinances, Section 1242.05, for purposes set forth below.

*****SUPPORTING INFORMATION*****

IF ALL THE APPLICABLE PROVISIONS BELOW ARE NOT SUPPLIED WITH THIS PETITION, NORMAL PROCESSING WILL NOT OCCUR UNTIL ALL ITEMS ARE SUBMITTED.

1) Project Name: _____

2) Project Address: _____

3) Specific amount of variance requested in feet or square feet as applicable. Your specific request will appear on the agenda per your description.

4) Attach six (6) sets of plans **drawn to scale** including, but not limited to:

- Type of Structure
- Street Names and Addresses
- Location of Property
- Location of Structure
- Dimensions of Property and Structure including all setbacks from property lines
- Total Square Footage of Structure
- Architectural Building Elevations
- Signs

- 5) Attach a letter containing:
 - Reasons for requesting variance
 - Specific amount of variance requested in feet or square feet as applicable
 - General compatibility with adjacent and other properties in the district

- 6) Attach written approval from the property owner or owner's agent for the requested variance if different from the proponent.

- 7) Be prepared to provide evidence for the following seven (7) items plus any additional factual items submitted as evidence:
 - a) Whether the property will yield a reasonable return or whether any beneficial use can be made without the variance
 - b) Whether the variance is substantial
 - c) Whether the essential character of the neighborhood would be substantially altered or whether the adjoining properties would suffer a substantial detriment if the variance were granted
 - d) Whether the variance adversely impacts the delivery of governmental services
 - e) Whether the property was purchased with the owner's knowledge of the zoning restrictions
 - f) Whether the owner's predicament can be feasibly obviated through some other method
 - g) Whether the spirit and intent behind the zoning ordinance would be observed and substantial justice done by granting a variance

- 8) If the variance is granted by the board for proposed construction, then you must submit a separate application to the Building & Zoning Dept. in order to obtain the necessary permits.

- 9) The applicant or a representative of the applicant **must be present** at the hearing.

 Print/Type name of Proponent

 Print/Type name of Property Owner/ Owner's Agent

Signature _____

Signature _____

Address _____

Address _____

City, State _____

City, State _____

Zip _____ Phone _____

Zip _____ Phone _____

Email Address _____

Email Address _____

2026 BOARD OF ZONING AND BUILDING APPEALS SCHEDULE

Meeting Date

Filing Deadline

November 20, 2025

November 5, 2025

December 18, 2025

December 3, 2025

January 15, 2026

Tuesday, December 30, 2025

February 19, 2026

February 4, 2026

March 19, 2026

March 4, 2026

April 16, 2026

April 1, 2026

May 21, 2026

May 6, 2026

June 18, 2026

June 3, 2026

July 16, 2026

July 1, 2026

August 20, 2026

August 5, 2026

September 17, 2026

September 2, 2026

October 15, 2026

September 30, 2026

November 19, 2026

November 4, 2026

December 17, 2026

December 2, 2026

January 21, 2027

January 6, 2027

MEETINGS WILL BE HELD AT 6:30 P.M. IN COUNCIL CHAMBERS

MEETING DATES ARE SUBJECT TO CHANGE

AGENDA WILL BE MAILED TO ALL PROPONENTS AND SURROUNDING PROPERTIES