

**APPLICATION TO THE**  
**CLAY TOWNSHIP BOARD OF ZONING APPEALS**  
8207 Arlington Road, Brookville, Ohio 45309  
(937) 833-6435

CASE # \_\_\_\_\_ Application form has been filed with the  
Clay Township Zoning Administrator on \_\_\_\_\_  
date  
Permit Fee Paid in the amount of \$ \_\_\_\_\_

NOTE: Applications for Variances, Conditional Uses or Non-conforming Use substitutions may be made at any time. Applications for Appeal must be presented within twenty (20) days after date of the decision or refusal of the Zoning Administrator (from which the appeal is made.)

To: The Clay Township Board of Zoning Appeals

TYPE OF APPLICATION

- ADMIN APPEAL     VARIANCE     CONDITIONAL USE     NON-CONFORMING

\_\_\_\_\_  
NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
PHONE NUMBER

hereby requests the Board of Zoning Appeals to authorize issuance of a Zoning Certificate for: \_\_\_\_\_

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

**OR** hereby appeals a decision of the Zoning Administrator, dated \_\_\_\_\_

List and describe all types of easements and other restrictions recorded with Montgomery County which concern this Appeal or application:

If any previous Appeal or application has been filed in connection with this property, state date or dates: \_\_\_\_\_

The facts upon which this Appeal or application is based upon are described on the back of this page.

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This general application form must be printed or typewritten and shall be filed with the Board along with the required fee and all needed paperwork. Each and every question must be answered completely. If additional space is needed in order to answer a question, please use another sheet of paper.

Please submit one original and eight (8) copies of all of the maps, addresses, property owner(s), and application when you submit your application. Checks for the application fee should be made payable to: Clay Township Zoning.

Submit a map with a list of property owners within five hundred (500) feet of the property in question, as well as the land sought to be appealed (see example on back of page). The list shall include the name(s) of owners, so as to identify which property belongs to which person(s); or a copy of a printout of all property owners from the Auditor's office, shall be filed with the application. The Montgomery County Auditor's Office is located at 451 West Third Street, Dayton, Ohio.

Before submitting this application for an appeal, a conference with the Zoning Administrator is recommended.