Boston Township

Zoning Department

1775 Main St PO Box 123, Peninsula, OH 44264 • (330) 657-2059

APPLICATION REQUIREMENTS

Variance

Based on the Boston Township Zoning Resolution, Rev. March 5, 2025 • Printed November 20, 2026

Relief from a dimensional requirement (an area variance) or from the list of permitted uses (a use variance).

WHO DECIDES

☐ The Board of Zoning Appeals alone, by the favorable vote of three members.	**§906.01, §907.04, §908**

WHAT TO FILE

☐ File with the Zoning Inspector on the Board's form, giving the applicant's name, address and telephone.	**§908.01(a)**
☐ Proof of ownership, legal interest, or written authority to act for the owner.	**§908.01(a)**
☐ A description of the property and the variance requested.	**§908.01(a)**
☐ A narrative addressing the standards below. The burden of proof is the applicant's.	**§908.01(a), §908.02**
☐ Site plans, floor plans, elevations and other drawings at a reasonable scale showing why the variance is needed: 3 full-size and 5 half-size copies, plus a digital copy.	**§908.01(a); copy count per Township submission standard**
☐ The fee, and security for the cost of the hearing.	**§904, §907.02, §908.01(a), §908.08**
☐ Any other documents the Zoning Inspector finds necessary. The Board may also ask for more information to review the request.	**§908.01(a)**

HOW LONG IT TAKES

☐ A public hearing, with newspaper notice and notice mailed to owners within 500 feet at least 10 days beforehand.	**§907.02**

☐ The Board decides without unreasonable delay and notifies the applicant in writing.	**§907.04, §907.05**

WHAT IS REVIEWED

☐ Area variance: practical difficulty, weighed on ten factors, including whether the property has a beneficial use without it, how substantial it is, the effect on the neighborhood and services, and whether the difficulty was self-created.	**§908.02(b)**
☐ Use variance: all seven conditions, including that no economically viable permitted use of the property exists.	**§908.02(c)**
☐ The Board may attach conditions, and states in writing why the reasons given justify the variance.	**§908.03, §908.04**

AFTER THE DECISION

☐ A variance is non-assignable, and expires one year after it is granted unless construction has actually begun. It may only be changed by the Board.	**§908.06**
☐ Findings of fact are issued on request. The Board need not reconsider the same or a substantially similar request filed within one year of a denial, unless the underlying conditions have substantially changed.	**§908.04, §908.05**
☐ The Board's decision may be appealed to the Court of Common Pleas.	**§908.07**
☐ The work still needs its zoning permit, which the Inspector issues on the Board's written order.	**§902(b)**

Each line names the section of the Zoning Resolution it rests on, or the outside agency where the requirement is not the township's. This sheet summarizes; the Resolution governs. Ask the Zoning Inspector which items apply to your project — (330) 657-2059.