

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 September 30, 2026

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

WHO DECIDES

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| ☐ The Board of Zoning Appeals alone, by the favorable vote of three members. | §906.01, §907.04, §908 |
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WHAT TO FILE

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| ☐ 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, on the Board's form. | §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 |

HOW LONG IT TAKES

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| ☐ 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

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| ☐ 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

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| ☐ 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; a denied variance may not be filed again for one year. | §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.