

## CRAIG BEACH VILLAGE ZONING OFFICE

2538 GRANDVIEW ROAD  
LAKE MILTON, OHIO 44429

### PROCEDURE FOR REQUESTING A VARIANCE OR ZONE CHANGE

Submit a letter of request to Craig Beach Village Planning Commission & Zoning Board of Appeals, 2538 Grandview Road, P.O. Box 99, Lake Milton, Ohio 44429. Letter to contain the following information:

1. Complete description of property to be rezoned, present zoning, and described rezoning;
2. Reason, if any, for the request;
3. Plat map showing property proposed to be rezoned;
4. Required \$150.00 fee, made payable to Craig Beach Village;
5. Letter must be signed by the owner of the property proposed to be rezoned
6. Provide names and addresses of the abutting neighbors within 20 feet of the subject property.

Upon receipt of the above information and fee, the request will be processed as required by Ohio Revised Code, Section 713.11. Approximately 90 days is required for the complete processing of a variance or zone change request.

---

Zoning Inspector  
Craig Beach Village

VILLAGE OF CRAIG BEACH

PLANNING COMMISSION

P.O. BOX 99 LAKE MILTON, OHIO 44429

OFFICE: 330-654-2107

FAX: 330-654-4157

APPLICATION FOR VARIANCE OR ZONE CHANGE

APPLICANT \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

STREET CITY STATE ZIP-CODE

TELEPHONE-DAY \_\_\_\_\_ EVENING \_\_\_\_\_

CELL \_\_\_\_\_ FAX \_\_\_\_\_

Complete description of property to be rezoned / or variance to be given:

Lot # \_\_\_\_\_ Property Tax ID # \_\_\_\_\_

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

Reason for request: \_\_\_\_\_  
\_\_\_\_\_

Plat map showing property proposed to be rezoned YES / NO  
Names and addresses of the abutting neighbors within 20feet of the subject property:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_