



Date: \_\_\_\_\_

**Application To  
Kochville Township for  
Sign Board of Appeals**

**For: Variance Request from the Sign Ordinance**

**Instructions to Applicant:** (Requirements)

- (a) Application must be accompanied by a fee of **\$250.00**
- (b) Application must be accompanied by:
  - (1) Plans drawn to a readable scale of sign in question. (Note: A photo of sign would be acceptable.)
  - (2) Site Plan showing the location of the proposed sign plus all existing structures and above ground utilities. This should include measurements from the sign to property lines and other adjacent structures.
- (c) Application must be complete in every respect before it will be considered by the Sign Board of Appeals. Incomplete applications will be rejected.

1. Name of Applicant:

\_\_\_\_\_  
2. Address of Applicant:

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-mail: \_\_\_\_\_

3. Description of the sign's and property's use:

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

The appeal to be considered: Extension of useful life                      Variance

4. Property is currently zoned: \_\_\_\_\_

5. Non-conforming Signs – Continuance. Sec. 153.061

- (A) A non-conforming sign may be continued during the useful life of the sign if it is maintained in good condition. It shall not, however, be replaced by another non-conforming sign. A non-conforming sign shall be brought into conformance upon a change of ownership or change of tenant. It may not be structurally altered so as to prolong the useful life of the sign. It may not be reestablished after damage or destruction if the Zoning & Codes Department determines that the estimated cost of reconstruction exceeds 50% percent of the estimated replacement costs.
- (B) All non-conforming signs in existence at the time of adoption of this chapter are presumed to have a useful life that ends on 2-26-2016, after which time, they must come into conformance with this chapter.

- (C) Any non-conforming sign owner who believes their non-conforming sign has a useful life beyond 2-26-2016, may file a petition with the Sign Board of Appeals, no earlier than 2-26-2015, requesting determination be made that a non-conforming sign's useful life be extended beyond 2-26-2016.
- (D) All petitions to extend the useful life of a non-conforming sign shall include the following information:
  - (1) Copies of all leases for the sign for the last five years;
  - (2) Copies of all maintenance records for the sign for the last five years;
  - (3) A description of all deferred maintenance on the sign that needs to be accomplished and the estimated cost;
  - (4) The square footage of the sign;
  - (5) The height of the above ground level;
  - (6) A drawing showing the position of the sign and all other structures on the parcel and all roads abutting the property;
  - (7) Date when sign was installed; and
  - (8) Initial capital cost of sign.

The Sign Board of Appeals shall only grant a variance from the Sign Ordinance if the following conditions exist:

- (1) That there are special circumstances or conditions fully described in the findings applying to the land, buildings or sign for which the variance is sought, which circumstances or conditions are peculiar to such land, building, or sign and do not apply generally in the neighborhood and further, that the conditions of which this appeal is based were not self-created, and that the strict application of the provisions of this ordinance would deprive the applicant of the right to erect and maintain a reasonable sign upon his premises.
- (2) That the granting of such variance will constitute no unnecessary hazard to the safety or welfare of any person, persons, or public in general.
- (3) That the granting of the variance will be in harmony with the general purpose and intent of the ordinance.

6. In addition to the information required above, please attach a written explanation and any pertinent photo evidence that would assist the Sign Board of Appeals in the determination of your variance request. This explanation should address how you feel your request meets the requirements for granting a variance as listed above in 5(D).

7. Applicants MUST be present or have their authorized representative attend the public hearing.

NOTE: Such representative should be prepared to provide any further information required by the Sign Board of Appeals.

Applicant (Owners) or Authorized Agent's signature: \_\_\_\_\_

**Kochville Township's Sign Ordinance available at: [www.kochvilletwp.com/](http://www.kochvilletwp.com/). Under Departments/Zoning and Code Enforcement.**

Received \_\_\_\_\_

\_\_\_\_\_  
Enforcement Official

Original signed form must be presented to the Kochville Township Zoning Administrator for formal processing.