

ARLINGTON TOWNSHIP

PROCEDURE FOR SEEKING A VARIANCE FROM A PROVISION OF THE ZONING ORDINANCE

1. This assumes that the applicant has submitted a zoning application seeking permission to take specific action to develop property.
2. If the property owner receives an adverse decision from the zoning administrator, the property owner may request a variance in the form and manner described in the Township Zoning Ordinance.
3. The request will go to the Zoning Board of Appeals ("ZBA").
4. The request shall be delivered to the Township Clerk in hard copy and electronic format, such as PDF.
5. The applicant shall pay all fees set by the Township.
6. The applicant shall follow all of the rules and procedures adopted by the ZBA.
7. The applicant shall provide any additional information requested by the ZBA.
8. The ZBA shall set a hearing on the request and the Township shall notify the applicant of the time and place of the hearing.
9. The ZBA shall determine whether the request will be granted in the form that is presented, or in a modified form.
10. The ZBA shall act at all times in conformance with the Township Zoning Ordinance and all relevant state statutes.