

## APPEAL TO THE GRAPHICS COMMISSION

DEPARTMENT OF BUILDING  
AND ZONING SERVICES

111 N Front Street, Columbus, Ohio 43215  
Phone: 614-645-4522 • Email: ZoningInfo@columbus.gov • www.bzs.columbus.gov

OFFICE USE ONLY

Application Number: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Commission/Group: \_\_\_\_\_  
Existing Zoning: \_\_\_\_\_ Application Accepted by: \_\_\_\_\_  
Comments: \_\_\_\_\_

### LOCATION

1. Certified Street Address \_\_\_\_\_  
City, State & Zip \_\_\_\_\_  
Parcel Number (only one required) \_\_\_\_\_

### OWNER OF RECORD

2. Name \_\_\_\_\_  
3. Address, City, State & Zip \_\_\_\_\_  
4. Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

Check here if listing additional property owners on a separate page.

**APPELLANT** (You are required to supply a Power of Attorney form at the time of application, if different from the owner.)  
(Must be attorney in fact for the owner.)

5. Name \_\_\_\_\_  
6. Address, City, State & Zip \_\_\_\_\_  
7. Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

### ATTORNEY/AGENT (CIRCLE ONE)

8. Name \_\_\_\_\_  
9. Address, City, State & Zip \_\_\_\_\_  
10. Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

### SIGNATURES

11. Appellant Signature \_\_\_\_\_  
12. Property Owner Signature \_\_\_\_\_  
13. Attorney/Agent Signature \_\_\_\_\_

## APPEAL TO THE GRAPHICS COMMISSION

---

---

# Statement of Appeal

APPLICATION # \_\_\_\_\_

### **§ 3382.04 APPEALS TO THE GRAPHICS COMMISSION**

**The Graphics Commission shall hear an appeal upon application and within ninety (90) calendar days from the date the application is received by the division, unless the person appealing agrees to a later hearing. The Graphics Commission may reverse, affirm, or modify the order, requirement, decision or determination appealed from and shall make such order, requirement, decision or determination, as in its opinion and consistent with the Graphics Code ought to be made, and to that end have the powers of the office from which the appeal is taken.**

**The Commission shall not entertain any appeal filed more than thirty (30) calendar days after the date of the order, requirement, decision or determination appealed from or within such different time as may be specifically provided in this Graphics Code.**

**Please summarize below (or on a separate page) your reason(s) for this appeal and from what code section(s) you are seeking relief.**

---

---

---

---

---

---

---

---

---

---

**I have read Section 3382.04, Appeals to teh Graphics Commission, and believe my application for relief from the requirements of the Zoning Code is justified.**

**SIGNATURE OF APPELLANT** \_\_\_\_\_ **DATE:** \_\_\_\_\_

# GRAPHICS COMMISSION APPEALS

## **Purpose of this form:**

The purpose of this form is to provide staff and the Graphics Commission with information concerning your request for an appeal of a Zoning Code violation order, requirement, decision or determination which deals with graphics requirements.

## **What is an Appeal to the Graphics Commission?**

An appeal is a request to the Graphics Commission for review and decision on an order having legal force (a Zoning Code violation order) or any order, requirement, decision or determination made in the administration and enforcement of the Zoning Code except in those matters subject to the jurisdiction of the Graphics Commission.

An appeal is used when there is a question whether a code violation actually exists relative to the application of law (the Zoning Code), not to request relief of variance. An appeal is used to interpret the correct meaning or application of the Zoning Code's graphics requirements.

An appeal is not to be used for the purpose of determining whether the Zoning Code is fair, justified or should be changed. The Graphics Commission does not have the authority to change existing codes.

An appeal is not to be used as an extension of time on a violation order. Extensions are negotiated with the inspector and/or his supervisor.

The items listed below are required to file an appeal to be heard by the Graphics Commission. Incomplete applications without the required items will be accepted and scheduled, but may jeopardize your case at the hearing.

### **Required with application (3 copies of each):**

- Application Form
- Statement of Appeal
- Copy of citation, if code violation

### **Suggested to be provided by the applicant at the hearing (8 copies of each):**

- Site plan drawn to appropriate scale
- Any pertinent correspondence between appellant and city
- Zoning District of property
- Any other pertinent information