



**BOARD OF ZONING APPEALS
NOTICE OF APPEALS FROM ACTION OF THE ZONING OFFICIAL**

Please complete in ink and return to the Planning and Codes Administration Department with required attachments, information, and filing fee. Appeals applications require a current survey of the property, a **filing fee of \$50**, and a designation of agent if owner is not the applicant. **Both sides of this application must be completed; incomplete applications will not be accepted.**

File no.: V ___-__	PIN: _____ - _____ - _____	Date submitted: / /	Board of Zoning Appeals meeting date: / /
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OWNER(S) INFORMATION			
Last name:	First:	Middle:	Interest <input type="checkbox"/> Sole owner <input type="checkbox"/> Co-owner
Mailing address:	City:	State:	ZIP Code:
Daytime phone no.: ()	Fax no.: ()	E-mail:	

APPLICANT INFORMATION			
<i>To be completed only if Owner is not Applicant:</i>			
Applicant's last name:	First:	Middle:	
Mailing address:	City:	State:	ZIP Code:
Daytime phone no.: ()	Fax no.: ()	E-mail:	

PROPERTY INFORMATION			
Property address:	Property dimensions:	Property area: _____ acres	Zoning district: _____

DESIGNATION OF AGENT		
<i>To be completed by Owner(s) only if Owner is not Applicant:</i>		
I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this appeal proceedings.		
_____	_____	_____
<i>Owner name</i>	<i>Owner signature</i>	<i>Date</i>
_____	_____	_____
<i>Owner name</i>	<i>Owner signature</i>	<i>Date</i>
<i>To be completed by Applicant:</i>		
I certify that the information in this request is correct.		
_____	_____	_____
<i>Applicant name</i>	<i>Applicant signature</i>	<i>Date</i>

REQUIRED INFORMATION

1. Request for appeal: Applicant hereby appeals to the Board of Zoning Appeals from the action of the Zoning Official affecting the property described on this application on the grounds that:

1. Granting of a permit
2. Denial of a permit

to permit the following: _____ was erroneous and contrary to the provisions of Section 19-_____ of the Zoning Ordinance or other action or decision of the Zoning Official was erroneous as described:

2. How the applicant is aggrieved: The applicant is aggrieved by the action or decision in that:

3. Applicant's interpretation of this matter: The applicant contends the correct interpretation is:

4. Relief demanded: The applicant requests the following relief: