

Board of Adjustment
Application for a Variance

Case No. _____

Date Submitted _____

Address of Site _____

Applicant' Name _____ Initials _____

Phone Number _____

Address _____

Application must be accompanied with a **plat map** (County Recorders Office) which shows property location and a **plot plan** showing the nature of the requested variance. (Show buildings, structures, driveways, etc. and all items relating to the request.)

_____ Plat Map Received

_____ Plot Plan Received

Application must be accompanied with a **fee of \$50**. Fee is nonrefundable.

_____ Fee Received

Application must attach the **names and addresses of any property owners** whose properties abut the property for which the variance is requested.

_____ Names and Addresses Attached.

The following are questions that the Board of Adjustment must ask as part of the process of granting a variance. Please respond briefly in writing and be prepared to discuss in greater length as part of the hearing.

From what specific ordinance are you seeking relief?
