

FEE: \$600.00

Note: The initial fee covers one meeting only. If the applicant requests a tabling, a reschedule fee of \$600 will be charged. This must be paid before the case is rescheduled.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

**SUBMITTAL
REQUIREMENTS:**

The following must be submitted with application fee:

- * One (1) completed ORIGINAL application form; AND
- * Arrange the following into fifteen (15) packets:
 - Legal description of subject property; AND
 - Current list of property owners (and complete, current mailing addresses) within 200 feet of exterior boundaries of the land for which a Variance is requested; AND
 - Plot plan of the subject property showing the proposed location of the structure or change (all drawings must be to scale, and must be folded to fit into legal-size folder); AND
 - Any other supporting documentation in regard to this application.

File number: BZA- _____ Date filed: _____

Fee paid: _____

Name of Owner: _____

Address: _____

Telephone-Home: _____ Work: _____

Name of Lessee: _____

Telephone-Home: _____ Work: _____

Address of property: _____

Subdivision: _____

Range: _____ Twp.: _____ Section: _____ Farm Lot# _____

Total acreage: _____ Current Use: _____ Current Zoning District: _____

Description of variance requested: _____

ADDITIONAL: What special circumstances or conditions exist to support the variance?
When did these special circumstances occur?

The undersigned certifies that this application and the attachments thereto contain all information required by the Zoning Resolution and that all information contained herein is true and accurate and is submitted to induce the requested variance.

SUBMITTED BY:
OWNER _____

DATE: _____

RECEIVED & ACCEPTED BY:
ZONING INSPECTOR _____

DATE: _____

