

File No. _____

**APPLICATION FOR VARIANCE
ASHLEY BOARD OF ZONING APPEALS**

1. Applicant _____ Phone No. _____

Address _____

Property Location _____

Land Owner _____ Phone No. _____

Address _____

Zoning District _____

2. Attach legal description and fifteen (15) copies of plot plan (plot plan shall include boundaries and dimensions of property, the size and location of all proposed or existing structures, right-of-ways, and the location of the trees and shrubs, the nature of the special conditions or circumstances, the proposed use of all parts of the lot and structures, and the use of land and location of the structures on adjacent property.)

3. Attach fee for application.

4. Section(s) of Zoning Code to varied: _____

Description of the variance requested, include type of variance requested.

Use Variance? _____ Area Variance? _____ Description: _____

5. Explain the relationship of the requested variance(s) to the criteria for approval as listed in Article 5.25.4 and/or 5.25.5 of the Village of Ashley Zoning Ordinance.

6. Attach a list of all contiguous property owners, as well as directly across the streets and alleys from the property. Include a set of stamped envelopes (at current first class postal rates), containing the listed property owner's name and address.

7. Attach any other pertinent data.

8. Do flood plan applications apply? Yes ___ No ___

9. If the Applicant is different from the owner, then this application must be accompanied by a notarized letter authorizing the applicant to act as an agent for the property owner on the variance request.

Applicants Signature _____ Date _____

FOR OFFICE USE ONLY

Date Paid _____ Fee Amount _____ Submitted by _____

Cash _____ Check _____ Receipt # _____

Accepted _____ Date _____