



APPLICATION TO REQUEST A HEARING
BEFORE THE CITY OF McLENDON-CHISHOLM
BOARD OF ADJUSTMENT

APPLICATION DATE: _____ CASE #: _____

APPLICANT NAME: _____

ADDRESS: _____ PHONE NO.: _____

DESCRIPTION OF PROPERTY LOT NUMBER: _____ BLOCK NUMBER: _____

LEGAL DESCRIPTION OF PROPERTY: _____

ADDRESS OF PROPERTY: _____

REASON FOR REQUEST: _____

SIGNATURE OF APPLICANT _____

Application Fee: \$500.00

DATE/AMOUNT PAID: _____

RECEIPT #: _____

FOR CITY USE ONLY

DATE AND TIME OF MEETING SCHEDULED _____

REQUEST FOR VARIANCE GRANTED/DENIED.

IF DENIED, REASON: _____

CHECKLIST FOR BOARD OF ADJUSTMENT APPLICANT

The following items must be submitted along with the completed application before processing and scheduling.

1. Completed Application
2. A survey or plat showing location of proposed improvements and existing structures as related to all boundary lines
3. Pictures and descriptions of project including materials descriptions
4. Names and Addresses of Legal Property Owners within 200 feet of property. (The city will need to send these out 11 Days or more giving notice of the meeting.)