



# Zoning Board of Appeals (ZBA) Appeal Application

Last Revised: 12/11/2015

Date: \_\_\_\_\_

## APPELLANT DATA

Name of Appellant(s): \_\_\_\_\_  
Print Sign

Address of Appellant(s): \_\_\_\_\_

## PROJECT /PROJECT DATA

Name of Owner(s): \_\_\_\_\_  
Print Sign

Address of the Subject Property: \_\_\_\_\_

Zoning Decision/Zoning Violation being appealed: \_\_\_\_\_

Date on which the decision being appealed was rendered: \_\_\_\_\_

On a separate piece of paper, specify the decision being appealed and the grounds for your appeal. Include all pertinent code sections and citations for your appeal to be considered complete. Incomplete applications are grounds for denial by the Appeal Board.

*Edward T. Sieben, Zoning Administrator/ZBA Executive Secretary*

OFFICE USE ONLY	
Date Filed: _____	\$200.00 Fee Paid: _____ Appeal Casefile Number: _____
Date Set for Hearing: _____	Date Hearing Held: _____
Final Disposition by Board _____	
_____	
_____	
_____	

See reverse side for jurisdiction, timing of appeals and finality of decisions.

1) Jurisdiction:

AZO Sec. 10.4-2.1 The Zoning Board of Appeals is hereby vested with the following jurisdiction and authority: To hear and decide appeals from any order, requirement, decision or determination made by the Zoning Administrator under this ordinance.

2) Timeliness of an Appeal:

ZBA Rules and Regulations state that an appeal shall be filed with the Zoning Administrator within twenty (20) days from the date that the decision appealed from (other than a variation) is published or made known to the appellant.

AZO Sec. 10.2-4.10 states that all variation decisions made by the Zoning Administrator are appealable to the Zoning Board of Appeals within ten (10) business days from the day of the decision by the Zoning Administrator.

3) Finality of Zoning Board of Appeals decision:

AZO Sec. 10.4-4 All decisions and findings of the Zoning Board of Appeals, on appeal after a hearing shall, in all instances, be final administrative determinations and shall be subject to review by court as by law may be provided.