

**VILLAGE OF WEST JEFFERSON**

**NOTICE OF APPEAL**

**APPLICATION TO THE PLANNING AND ZONING COMMISSION**

Applicant or your representative must attend the Variance Hearing as scheduled or your request **WILL NOT** be reviewed by the Planning and Zoning Commission.

Purpose of Application:

- \_\_\_\_\_ Administrative Review
- \_\_\_\_\_ Interpretation of the Zoning Map
- \_\_\_\_\_ Variance
- \_\_\_\_\_ Non-Conforming Uses
- \_\_\_\_\_ Special Exceptions
- \_\_\_\_\_ Other special issues in which the Planning and Zoning Commission is authorized to review.

**FEE - \$100.00** – Receipt Number \_\_\_\_\_

Date \_\_\_\_\_

Name of Applicant and/or Appellant \_\_\_\_\_

Address \_\_\_\_\_

Location of Property \_\_\_\_\_

Legal Description of Property \_\_\_\_\_

Explanation of Purpose for this appeal and/or application \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Use reverse side if more space is needed)

**NOTE:**

This application must be prepared in duplicate, except when subject of application deals with Performance Requirements. Application must then be prepared in triplicate. Applicant will retain one copy and submit the original and all other copies to the Building, Planning & Zoning Department accompanied with a fee of \$100.00.

The Director will present all applications accompanied by all other applications, denials, plans and/or documents pertaining to the subject matter of the application to the Planning and Zoning Commission.

Signature of Applicant/Appellant \_\_\_\_\_

Date Accepted \_\_\_\_\_ Date Denied \_\_\_\_\_

Signature of Director \_\_\_\_\_

Presented to the Planning and Zoning Commission on \_\_\_\_\_

Date of Hearing \_\_\_\_\_

Date of Public Notice regarding Hearing \_\_\_\_\_