

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 \_\_\_\_\_