

## ITEMS REQUIRED FOR A VARIANCE

1. Application for Zoning Compliance
2. Application for Variance
3. Letter to Board of Zoning Appeals stating nature of request
4. Deed to the property so that we may publish the property's legal description in the newspaper's legal ads.
5. \$50.00 fee
6. Plot Plan

Next meeting \_\_\_\_\_, at 9:30 a.m., Room 206. You or a representative must be present in order for your request to be heard.

NOTE: Return information 15 days prior to hearing to Room 301, to the Administrative Assistant in the office of the City Clerk.