



# City of Piedmont

## Board of Adjustment Application

### Zoning Regulation Chapter 7.1 Board of Adjustment

Please select which type of meeting you are applying for (please select one):

- Interpretation:** Upon appeal from a decision by the Building Inspector or other administrative official, to decide any questions involving the interpretation of any provision of these Regulations, including determination of the exact location of any district boundary, if there is any uncertainty with respect thereto;
- Exception:** To hear and decide special exceptions to the terms of these Regulations upon which such Board is required to pass under these Regulations by granting special zoning permits as evidence thereof.
  - That the use as described by the applicant will comply with all conditions established therefore by these Regulations, and
  - That the use will not, in the circumstances of the particular case, be injurious to the neighborhood or otherwise detrimental to the public welfare
- Variance:** to vary or adapt the strict application of any of the requirements hereunder in the case of exceptionally irregular, shallow or steep lots, or other exceptional conditions, where such strict application would result in practical difficulty or unnecessary hardship that will deprive the owner of the reasonable use of the land or building involved, but in no other case. No variance shall be granted to permit in any district a use that is not permitted use in such district. In granting any variance, the Board of Adjustment shall prescribe any conditions that is deems necessary or desirable.
- Appeals:** To hear and decide appeals where it is alleged that there is an error of law in any order, requirements, decision, or determination made by any administrative official in the enforcement of these Regulations.

**The following documents need to be filed with Community Development and attached to this application  
(Board of Adjustment Chairman may request more information):**

- Fee as determined on the fee schedule
- Letter to Community Development asking to be heard by the Piedmont Board of Adjustment with description of the reasoning for meeting
- Legal Description of Location of the Property. Site plan showing changes to property and what is being for. Please follow all guidelines in the Zoning Regulation Section 7.2 for site plan
- Abstractor Certified Mailing List of recorded property owners within three hundred (300) feet of the subject property.
- Applicants name and Warranty Deed stating the owner of property is the applicant IF NOT than letter from the Owner for such actions.

*Please continue to next page.*

Name of Applicant: \_\_\_\_\_

Address of Location of Lot-Split: \_\_\_\_\_

Legal Description of Location:  Attached

\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Current Land Use Zoning: \_\_\_\_\_

E-Mail: \_\_\_\_\_

\_\_\_\_\_  
Customer's Signature

\_\_\_\_\_  
Date

**Staff Use Only**

Date Filed: \_\_\_\_\_ BOA Meeting Date: \_\_\_\_\_

Does this application meet all requirements to conduct a BOA meeting?  Yes  No

Were all required items received with application?  Yes  No

Date Letters Mailed to Adjacent Property Owners: \_\_\_\_\_

Date Notice Sent to Paper/Published: \_\_\_\_\_

Filing Fee: \$ \_\_\_\_\_

Receipt #: \_\_\_\_\_