



**Board of Adjustment
Application to Appeal Administrative Decision**

APPLICATION FEE

No filing fee is required for an appeal of administrative .

APPLICATION INSTRUCTIONS

It is recommended that the applicant speak with Planning and Zoning Department staff prior to submitting the application. Contact staff at (336) 626-1201 ext. 292 to ensure application requirements are satisfied.

The application must be filed with the City Clerk no more than 30 days after written or constructive notice of the decision being appealed. A properly filed application normally will be heard at least 30 days after filing (see below.)

MEETING SCHEDULE*

<i>Filing Date</i>	<i>BOA Meeting*</i>
December 5, 2014	January 5, 2015
January 2, 2015	February 2, 2015
January 30, 2015	March 2, 2015
March 6, 2015	April 6, 2015
April 3, 2015	May 4, 2015
May 1, 2015	June 1, 2015
June 5, 2015	July 6, 2015
July 2, 2015	August 3, 2015
August 14, 2015	September 14, 2015
September 4, 2015	October 5, 2015
October 3, 2015	November 2, 2015
October 31, 2015	December 7, 2015

**Dates are tentative and subject to change check with staff to verify meeting dates.*

STAFF USE		
Received by: _____	Date: _____	Case Number: _____

APPLICANT INFORMATION

Applicant _____ Applicant's Phone # _____

Applicant's Address _____

Applicant's Email _____

PROPERTY INFORMATION *(If Applicable)*

Property Owner's Name _____

Location of Property _____

Property Size (ac. or s.f.) _____

Randolph County Property Identification Number (PIN#) _____

Current Zoning District _____

Date Property Title Acquired _____ Deed Book _____ Page _____

Subdivision _____ Section _____ Lot # _____

Plat Book _____ Page _____

APPLICANT AND AGENT SIGNATURES

It is understood by the undersigned that while this application will be carefully reviewed and considered, the burden of proof rests with the applicant.

Name of Agent (if any)

Name of Applicant or Owner

Agent's Address

Applicant or Owner's Address

Telephone Number

Telephone Number

Agent Signature

Applicant or Owner Signature
