

COUNTY BOARD OF ADJUSTMENT

Application for a Public Forum

Name: _____ Phone #: _____

Address: _____

Use Type: _____

Zoning: _____

Proposal: _____

Zoning requirements that will be varied from: _____

LEGAL DESCRIPTION:

Lot #: _____ Block #: _____ Subdivision: _____

COS #: _____ Metes & Bounds Description: (Attach Typed Description)

Nine packets containing the following must be submitted with the application along with one electronic copy:

1. Letter explaining the proposal in detail.
2. Plans drawn to scale (1" = 20') including the following:
 - a. Lot lines, dimensions, and total area in square footage;
 - b. Streets and all existing and proposed curbs and cuts;
 - c. All existing and proposed structures with setbacks;
 - d. Existing and proposed parking areas and access drives;
 - e. Existing and proposed landscaping; and,
 - f. Elevations of all proposed structures.
3. Topography, if applicable.
4. Other required information.
5. Application Fee: The fee is due at the time of applying for a Public Forum and shall be made payable to Community and Planning Services.

Owner:

Date:

Agent:

Date:

Applicant's Responsibility:

An application for an approval of a Public Forum must be made to the Zoning Officer by the property owner or a designated agent. The application and all necessary supporting documentation must be received at least 5 weeks prior to the regular meeting, which is held on the third Wednesday of each month. The applicant or his agent must be present at the meeting.

Zoning Officer Responsibility:

The Zoning Officer will send notice of the hearing to property owners within three hundred (300) feet. Notice will also be published twice in a County-approved local news media and the property will be posted with a hearing notice. The office shall inspect all submitted material for compliance and submit a report to the Board of Adjustment and the applicant prior to the meeting.

Public Forums in State Law:

76-2-401. Definitions. As used in 76-2-402, the following definitions apply:

- (1) "Agency" means a board, bureau, commission, department, an authority, or other entity of state or local government.
- (2) "Local zoning regulations" means zoning regulations adopted pursuant to Title 76, chapter 2.

History: En. Sec. 1, Ch. 397, L. 1981.

76-2-402. Local zoning regulations – application to agencies. Whenever an agency proposes to use public land contrary to local zoning regulations, a public hearing, as defined below, shall be held.

- (1) The local board of adjustments, as provided in this chapter, shall hold a hearing within 30 days of the date the agency gives notice to the board of its intent to develop land contrary to local zoning regulations.
- (2) The board shall have no power to deny the proposed use but shall act only to allow a public forum for comment on the proposed use.

History: En. Sec. 2, Ch. 397, L. 1981.