CITY OF CONCORD
ZONING BOARD OF ADJUSTMENT

FOR OFFICE USE ONLY

Case Number: _____
Date Received: _____
Received by: _____
Amount Paid: _____

APPLICATION FOR APPEAL

_____ Administrators Decision
XX Special Exception
_____ Variance
_____ Equitable Waiver

NAME OF APPLICANT _____ PHONE NO. _____

ADDRESS _____

OWNER OF PROPERTY _____

LOCATION & DESCRIPTION OF PROPERTY _____

_____

LOT NO. _____ PAGE NO. _____ ZONING DISTRICT _____

OVERLAY DISTRICTS _____ LSD _____

PROPOSED USE _____

_____

DETAILS OF REQUEST _____

_____

_____

_____

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PROPOSED DEVELOPMENT:

Use…….	_____Conforming	_____Non-Conforming
Lot Coverage…..	_____Conforming	_____Non-Conforming
Setbacks…….	_____Conforming	_____Non-Conforming
Height…….	_____Conforming	_____Non-Conforming
Parking/Loading..	_____Conforming	_____Non-Conforming
Other……..	_____Conforming	_____Non-Conforming

Under Article 28, Section 9-3, the undersigned hereby requests a special exception as permitted in Article _____ Section _____ of the Zoning Ordinance and asks that: _____

_____

_____

_____

_____

The undersigned alleges that the requested use is specifically authorized in Section 28-2-4, Allowable Principle and Accessory Uses in Zoning Districts, of the Ordinance, or otherwise in the Ordinance **AND**:

1. Meets the requirements and standards for the use as set forth in Article 28, Section 5- _____, Supplemental Standards, of the Ordinance (check one) Yes ____ No _____ N/A ___

2. Will not create undue traffic congestion or unduly impair pedestrian safety because: _____

_____

_____

_____

_____

_____

3. Will be provided with adequate and proper facilities and will not overload any public or private water, drainage, or sewer system or any other municipal system, nor will there be any significant increase in storm water runoff onto adjacent property or streets because: _____

_____

_____

_____

_____

_____

4. The requested use will not create excessive demand for municipal, police, fire protection, schools, or solid waste disposal services because: _____

_____

_____

_____

_____

_____

5. Will not create hazards to the health, safety or general welfare of the public, nor be detrimental to the use of or, out of character with, the adjacent neighborhood because: _____

_____

_____

_____

_____

_____

6. Is appropriate for the proposed location because: _____

_____

_____

_____

_____

_____

7. Is consistent with the spirit and intent of the Ordinance and the Master Plan because: _____

_____

_____

_____

_____

_____

AND

8. Where the Special Exception is related to one of the following,
   a. Section 28-8-4(b), Change from One Non-Conforming Use to Another by Special Exception,
   OR
   b. Section 28-8-5(d), Removal and Replacement of Certain Non-Conforming Residential Structures,

   the requirements and standards of the applicable section(s) are fulfilled: (please submit documentation on separate form)

Signature: _____

Print Name: _____

Date: _____

ZONING APPEAL: Supporting Documentation:

The Applicant shall submit to the Board of Adjustment three copies of the Application for Appeal and all supporting documents.

REQUIRED INFORMATION:

A. Area of lot _____ square feet.

B. Area of buildings _____ square feet.

C. Area of parking and loading facilities _____ square feet

D. Ratio of building area to lot area _____%.

E. Ratio of total building, parking, loading areas to lot area _____%.

The applicant shall submit to the Board of Adjustment **three copies** of a complete and legible site plan, drawn to scale showing in correct detail the following elements **where applicable**:

1. Location of existing and proposed buildings;
2. Proposed layout of existing and proposed outside facilities;
3. Proposed layout of parking areas and loading bays; including
4. Proposed type and location of screening, of recreation and play areas, and of areas for outside storage of materials;
5. Location of access, egress, and interior roadways;
6. Location and adequacy of utilities, drainage, and provision for public safety.

IMPORTANT:

Site plans must be provided according to the above listed elements, and, if in the Code Administrator's determination such site plan is inadequate, any Special Exception and/or Variance appeal will not be placed on the agenda until he feels all requirements have been met. An appellant has the right to appeal the Code Administrator's denial of such placement on the agenda. If the Board, upon such appeal, sustains the Code Administrator's denial, it will not hear the case until the case is properly noticed following submission of an adequate site plan. If the Board overrules the Code Administrator's denial, the case will be heard that evening or at the next soonest Board meeting for which the appellant is prepared to proceed.