

CITY OF KINSLEY

Request for Variance in Zoning Regulations
Or
Appeal from Decision of Zoning Administrator

Date: _____

Check one below:

- A request for a Variance in Zoning Regulations
 An Appeal from the Decision of the Zoning Administrator

Requested By: _____
(Name/Firm or Corporation)

(Address) (Phone No.)

For Property Located At: _____

Legally Described As: _____

Variance/Appeal Sought: _____

Filing a Variance

1. It cost \$10.00 to file for a variance.
2. We need a set of plans of what you want to build with dimensions. #.
3. Your variance will be published in the newspaper.
4. 20 to 21 days after it has been published you will have the hearing.
5. You will be billed for the cost of publication.
6. We will notify by mail the zoning board, you and all property owners within 200 feet. You must attend the hearing on your Variance.
7. No construction can be done until we have the hearing. Could be fined per day.
8. It maybe granted or it may not be granted.
9. If granted you will need to get a building permit.

Fee Paid: _____ Receipt No: _____
(Signature of Property Owner)