

**CITY OF ELKINS**

401 Davis Avenue  
Elkins, WV 26241

PHONE: 304-636-1414  
FAX: 304-636-7866

|           |  |
|-----------|--|
| AMOUNT    |  |
| DATE PAID |  |
| RECEIPT # |  |

|               |
|---------------|
| APPEAL NUMBER |
| DATE FILED    |

**ZONING VARIANCE APPLICATION**

| PROPERTY OWNER INFORMATION |       |
|----------------------------|-------|
| APPELLANT                  |       |
| ADDRESS                    | PHONE |
| OWNER                      |       |
| ADDRESS                    | PHONE |

| TYPE OF IMPROVEMENT |  |
|---------------------|--|
| Maintenance of a    |  |
| Conversion of a     |  |
| New Erection of a   |  |

| SITE INFORMATION  |
|-------------------|
| ADDRESS           |
| LEGAL DESCRIPTION |

| USES TO BE MADE OF PREMISES |                    |
|-----------------------------|--------------------|
| Use:                        | Floor/Ground Area: |
|                             |                    |
|                             |                    |

| REASON FOR THE REQUEST OF A ZONING VARIANCE |
|---|
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |
|   |

| PAPERS TO SUBMIT IF APPEAL IS FROM THE REFUSAL OF A BUILDING PERMIT   |
|---|
| 1) Copy of Application for Building Permit and the decision of the Building Inspector.                        |
| 2) Set of Drawings or Photostats showing all conditions as to structures on premises affected by this appeal. |

| CERTIFICATION  |   |
|--|---|
| I hereby certify that all of the above statement and the statements contained in the papers submitted herewith are true. |   |
| DATE   | APPELLANT SIGNATURE                                 |
|  | Sworn to before me, this _____ day of _____, _____. |
|  | _____<br>NOTARY PUBLIC SIGNATURE                    |

| ACTION TAKEN BY ZONING BOARD       |             |                      |
|------------------------------------|-------------|----------------------|
|                                    | APPROVED    | SPECIAL CONDITIONS:  |
|                                    | DISAPPROVED |                      |
| DATE                               |             | CHAIRMAN'S SIGNATURE |
| CITY OF ELKINS BOARD OF ADJUSTMENT |             |                      |

APPEAL NUMBER

APPELLANT NAME

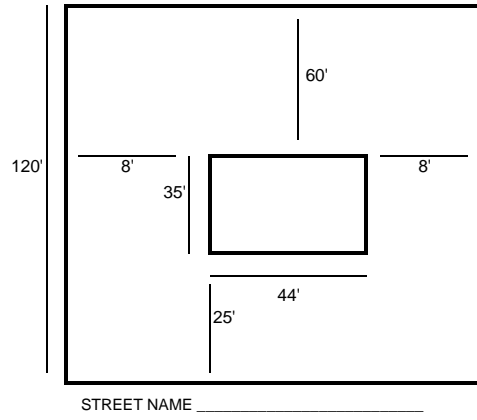
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### ZONING VARIANCE INFORMATION SHEET

USE SPACE BELOW AS OUTLINE OF LOT.

1. SHOW ANY EXISTING STRUCTURES.
2. SKETCH IN PROPOSED CONSTRUCTION.
3. SHOW DISTANCE FROM STREET IN FRONT, AND PROPERTY LINES ON LEFT, RIGHT AND IN REAR.
4. SHOW STREET NAMES ON OUTSIDE OF BLOCK.
5. SHOW ANY EASEMENTS OF RIGHTS-OF-WAY.

EXAMPLE:



ADDITIONAL INFORMATION \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_