

City of Caro

APPEAL

WHAT IS AN APPEAL?

An appeal is an application to the Zoning Board of Appeals (ZBA) to reverse an order, requirement, decision or determination made by an administrative official charged with the enforcement of the zoning ordinance.

WHEN IS AN APPEAL REQUIRED?

An Appeal is required when a property owner files a notice of appeal with the Zoning Administrator to go before the ZBA. In hearing the appeal, the ZBA shall have all the powers of the officer or body from whom the appeal is taken. The ZBA may reverse, affirm or modify the original order, requirement, decision or determination being appealed so that the spirit of the ordinance shall be observed, public safety secured and substantial justice done.

All decisions by the ZBA are stated in writing.

City of Caro APPEAL

Date _____
Application No. _____
Review Fee _____

Applicant's name _____

Address _____ City _____ State _____ Zip _____

Phone _____

Parcel Identification number _____

Existing Zoning _____ Size (in acres) _____

Legal owner _____

Address _____ City _____ State _____ Zip _____

Phone _____

If applicant is not the owner, state basis for representation (i.e., attorney, representative, etc.)

Brief statement of decision, order, requirement or determination being appealed _____

Attached a signed written statement stating the grounds of appeal.

Attach a copy of all papers constituting the record upon which the appeal is taken.

Signature of Applicant

Date

Please print type name below signature

Signature of Legal owner (if not applicant)

Date

Please print type name below signature

City of Caro
APPEAL

FOR OFFICE USE ONLY – NOT TO BE COMPLETED BY APPLICANT

Zoning Administrator's Verification of application completeness

Date

Date Notice Posted _____

Date Notice Mailed _____

Attach copy of published notice

Attach list of property owners sent notice

Date of ZBA meeting _____

Action taken

Approved _____

Denied _____

Date of final decision _____

Date final decision was mailed to applicant _____

Attach copies of all ZBA meetings at which this interpretation was an agenda item.

Comments _____

