

# Amelia Village

## Application to Board of Appeals for Commercial or Residential Zoning Variance

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**ALL INFORMATION MUST BE COMPLETE BEFORE ZONING PERMIT CAN BE ISSUED.**

*Click the box next to the permit you are applying for. Include current survey and legal description of property. Also required as an attachment is a list of all adjoining land-owners this includes across the street, behind and to the sides of property asking for request.*

Commercial

Fee = \$500.00 + \$10.00 for each abutting parcel +  
\$150.00 per hour for engineer/legal review

Residential

Fee = \$300.00 + \$10.00 for each abutting parcel +  
\$150.00 per hour for engineer/legal review

*Fees can be paid online at [www.ameliavillage.com](http://www.ameliavillage.com) or checks made payable to Amelia Village can be mailed or dropped off to the Village building. Initial fee amount will assume one hour of review. Village will invoice applicant for additional review, if applicable.*

Applicant's Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Location of Variance Request \_\_\_\_\_

Amelia Village Code(s) for Variance \_\_\_\_\_

Describe for request \_\_\_\_\_

\_\_\_\_\_

State reason why variance is needed \_\_\_\_\_

\_\_\_\_\_

Any error, misstatement or misrepresentation of fact(s), with or without intent to defraud, shall be grounds for revocation of said permit.

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*Submit application to the email or address shown below.*

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**To be filled out by Zoning Department**

Approved  Denied  Date \_\_\_\_\_ Fee \$ \_\_\_\_\_ Check # \_\_\_\_\_ Receipt # \_\_\_\_\_

Signed \_\_\_\_\_ Permit # \_\_\_\_\_