



**VILLAGE OF FOX POINT  
BOARD OF APPEALS**

**NOTICE OF APPEAL & APPLICATION FOR REVIEW**

1. Name of Appellant \_\_\_\_\_

Address of Appellant \_\_\_\_\_

Phone Number \_\_\_\_\_  
Home Work Cell

E-mail Address \_\_\_\_\_

2. Address of Property \_\_\_\_\_

Present Use of Property \_\_\_\_\_

Proposed Use of Property \_\_\_\_\_

Owner's Name and Address if Different than Above \_\_\_\_\_

3. Has a Previous Appeal or Application Been Made to the Board of Appeals with Respect to This Property?  
**Yes ( ) No ( )** If Yes, State the Nature of Previous Appeal or Application

\_\_\_\_\_

Disposition of Previous Appeal \_\_\_\_\_

Date of Decision in Previous Case \_\_\_\_\_

4. Date of Decision or Order of Administrative Official from which Appeal is Taken \_\_\_\_\_

Date of Notice of Such Decision Received by Appellant \_\_\_\_\_

5. Purpose of Grounds of Appeal or Application. Check Below the Relief Requested by This Appeal or Application:

( ) A. Request for interpretation of Zoning Code and reversal of order, requirement, decision or determination of administrative official. Attach separate sheet listing reasons why you claim this order, requirement, decision or determination is erroneous.

( ) B. Request for variance. Attach separate sheet explaining the following:

1. Variance requested.

2. What special conditions exist which will cause unnecessary hardship if the variance requested is not granted.

Appellant Name: \_\_\_\_\_

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3. Why the variance requested is not contrary to the public interest and will not endanger public safety and welfare.
  4. Why the variance requested will be in accord with the spirit of the Zoning Code.
  5. How the variance, if granted, will cause substantial justice to be done.
- ( ) C. Request for a special exception from the Fence Ordinance. Please obtain a copy of the Fence Ordinance to determine specific requirements. Attach a separate sheet or related materials explaining the following:
1. Height of the proposed fence.
  2. Exact location of the proposed fence.
  3. Indicate whether the fence is replacement fence.
  4. Type of fence and materials.
- ( ) D. Other: \_\_\_\_\_  
State relief requested and attach separate sheet, listing reasons why appellant is entitled to such relief.
6. Each appeal or application must be accompanied by a scale drawing showing the location and size of property, existing improvements, all abutting properties, and improvements thereon, and the requested change or addition. A \$200 filing fee must also accompany this application.
  7. All applications for variances or special exceptions must include an area plat map, survey, pictures or other documentation depicting the location of the structural improvements on adjacent properties. These materials must be reasonably accurate in the judgment of the Board of Appeals.

I hereby swear that all of the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my knowledge and belief.

\_\_\_\_\_  
Signature of Appellant

\_\_\_\_\_  
Date

**For Office Use Only:**

Date Application Received \_\_\_\_\_ Receipt Number for \$200 Filing Fee \_\_\_\_\_

Case Number \_\_\_\_\_ Hearing Date \_\_\_\_\_

Disposition \_\_\_\_\_