



Board of Zoning Appeals

Appeal of the Decision of the Municipal Planning Commission

As specified in Article 30 of the City of Charleston’s Zoning Ordinance, an appeal from any order, requirement, decision or determination made by an administrative official or board charged with enforcement of the Zoning Ordinance shall be filed with the Board of Zoning Appeals within 30 days of the date of the original order, requirement, decision or determination. This application must be typed or legibly handwritten and filed with the Planning Department in Room 401 of City Hall or mailed to PO Box 2749 Charleston, WV 25330.

A- _____

Hearing Date: _____

Applicant Information	Property Information (if applicable)
Name:	Address:
Address:	Tax Map and Parcel:
Phone:	Zoning District:
Agent Name, Address and Phone Number: (if other than applicant)	Property Owner and Mailing Address: (if other than applicant)

Date of Original Decision _____

Applicable Section(s) of the Zoning Ordinance _____

Please attach separately or write below the reason and justification for this appeal. Attach any supporting information, photographs and/or documentation.

I hereby apply for an appeal and affirm that all of the statements and information contained in or filed with this application are true and correct to the best of my knowledge. Further, I agree to comply to all conditions set forth in this application.

Signature

Date

Planning Department Use Only

The following is a list of related cases:

The following is a list of zoning ordinance violations, building code violations and enforcement actions relating to the subject property:

Application reviewed by: