



Planning & Economic Development Department
Petition and Formal Request for
Zoning Board of Adjustment Action

Submittal date: ____/____/____

Case No.: _____

Fees: Please note the following fees are for a public hearing before the City of Madison Zoning Board of Adjustment:

- An application fee of \$350.00 which is due upon submission of an application. This amount must be paid in order for the request to be made a part of an upcoming agenda.
- The cost of legal advertisement in the *Madison County Record* is included in the application fee.

1) Description of Property: *(If description is a metes and bounds description, please attach to application.)*

a) Legal Description: _____

b) Street Address: _____

c) Present Zoning Classification: _____

2) Nature of Appeal:

a) From Decision of Administrative Officer - Sec. 10-7 of Zoning Ordinance: _____

b) Application for Special Exception - Sec. 10-8 of Zoning Ordinance (Section of Zoning Ordinance under which Special Exception is sought): _____

c) Application for Variance (See Sec. 10-9 (1) (a) thru (e): _____

3) Representative appearing before Board of Adjustment and Appeals on behalf of Applicant:

a) Engineer or Architect: _____

b) Attorney: _____

c) Other: _____

4) Public Hearing instructions:

City of Madison regulations require that notification of a public hearing must be mailed to adjacent property owners. Adjacent property is any property that is contiguous (touches the subject property directly, including across a public or private street). It is the responsibility of the applicant to provide the Planning & Economic Development Department with this information.

The required information must be obtained from the Madison County/Limestone County Tax Assessor's Office and be certified by a Professional Engineer, Attorney, Registered Surveyor or Bonded Abstractor. The certifier's original signature and professional stamp, if applicable, must be on the submission. The certified list must be submitted along with the completed application using either the provided form or attached separately. If the list is handwritten, it must be legibly printed.

Requestor's Signature
Please specify if owner **or** agent of owner

Address of Requestor:

Daytime Telephone Number(s):

Email Address:

If the Requestor is someone other than the property owner, please fill out the following information:

Owner's Signature
Address of Owner:

Daytime Telephone Number(s):

Email Address:
