

# APPEAL APPLICATION – BOARD OF ADJUSTMENT

City of Duquesne, Missouri

An application for an appeal shall be filed within sixty (60) days after a ruling has been made by the administrative officials.

Date: \_\_\_\_\_

Filing Fee: \$600.00

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Applicant: \_\_\_\_\_ Relationship to Owner: \_\_\_\_\_  
(person to whom all correspondence will be sent)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Email Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Property Location: \_\_\_\_\_

## Information concerning appeal:

Application type: \_\_\_\_\_ Date denied: \_\_\_\_\_

Denied by:  City Code Official  Planning & Zoning  Board of Aldermen

Reason for denial: \_\_\_\_\_

Clear and accurate written description of the proposed use, work or action in which the appeal is involved and a statement justifying the appellant's position: *(Attach additional sheets if necessary)*

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**The applicant shall submit copies of the following information:**

- Original application and all attachments submitted with original application.
- A copy of the order, requirement, decision or determination of the administrative official which the appellant believes to be in error.
- Where necessary, a plot plan, drawn to scale, shall be submitted in duplicate showing existing and proposed plans for the area in question.

**I HEREBY CERTIFY THAT THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT; THAT I HAVE READ AND UNDERSTAND THE PROCEDURES, ORDINANCES AND REQUIREMENTS ASSOCIATED WITH THE APPLICATION AND REVIEW PROCESS. I ALSO UNDERSTAND THAT I WILL BE RESPONSIBLE FOR THE COST OF ANY REQUIRED TRANSCRIPT OF ANY REQUIRED HEARING. FURTHERMORE, I ACKNOWLEDGE THAT THE CITY MAY REQUIRE ADDITIONAL INFORMATION AS DEEMED NECESSARY.**

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Applicant's Signature (if different)

**Return Form to:** City Clerk at City Hall

<b>Office Use Only:</b>	Date Received: _____	Hearing Date: _____
	Date Advertised: _____	Date Property Posted: _____
	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Filing Fee: _____