



**APPLICATION FOR AN  
APPEAL TO THE  
BOARD OF ZONING  
APPEALS**

**Planning and Zoning  
Huntington City Hall  
800 Fifth Avenue  
P.O. Box 1659  
Huntington, WV 25717  
(304) 696-5540, opt 3**

**Applicant Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Address (city, state, zip): \_\_\_\_\_

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

**Property Owner (if applicable):** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Address (city, state, zip): \_\_\_\_\_

I/We, the undersigned, hereby request the Board of Zoning Appeals review the following order, requirement, decision, or determination made by \_\_\_\_\_ (Planning staff) or the Planning Commission under the provisions of Article 9 of Chapter Eight A of the Code of West Virginia, effective date June 13, 2004 and under the provision of Article 1361 of the City of Huntington Zoning Ordinance, adopted December 14, 1998, as amended.

Decision made by official or Board: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Give description of property including District, Tax Map, Parcel, lot number (if applicable), street address and/or other description.

\_\_\_\_\_  
\_\_\_\_\_

This appeal is requested for the following reasons (state any reason which the Board of Zoning Appeals should be aware of in forming its decision):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Attach extra pages, if needed, for any additional information)

This Application Must Be Accompanied By:

- Site Plan of Real Estate involved (if applicable): **Drawn to Scale** with scale shown, with the direction of North clearly indicated on the drawing, showing all boundary lines and placement of existing and/or proposed structures, and with all dimensions shown (setbacks, buildings, etc).
- Any and all documentation and evidence to support the request.
- Treasurers receipt for One Hundred Sixty Dollars (\$160.00) non-refundable filing fee.

I/We, the undersigned, am/are aware that a Public Hearing by the Board of Zoning Appeals will be held on the third **Tuesday** of the month, \_\_\_\_\_ unless otherwise noted. It is my responsibility to attend (or send a representative) to the above meeting to City Hall Council Chambers. The filing deadline for this petition is \_\_\_\_\_.

<p><b>FOR OFFICE USE</b>          Received: _____          Staff Initials: _____          Project Number: _____          Meeting Date: _____</p>
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\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

*\*All applications to be submitted must be typed or legibly written in blue or black ink.*

**FOR OFFICE USE ONLY**

Date of Decision: \_\_\_\_\_

- Upheld
- Overturned

Conditions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_