



Appeal

So that we may efficiently review your project in a timely manner, it is important that all required documents and fees listed on this form below are submitted with your application. Please either bring this application to the address above or email to bbarcroft@kannapolisnc.gov. The fees may also be paid online with a link provided by staff.

APPEAL REQUEST

Appeal – Request for Appeal as required by Section 2.5.D(4) of the Kannapolis Development Ordinance (KDO).

Approval authority – Board of Adjustment.

Property Address: _____

Applicant: _____

SUBMITTAL CHECKLIST

Pre-Application Meeting

Appeal Checklist and Application – Complete with all required signatures

Fee: \$325.00 (\$300 Application Fee + notification fee [see Fee Schedule])

PROCESS INFORMATION

Public Notification: This is a quasi-judicial process that requires a public hearing and public notification including first-class mailed notice to adjacent property owners and a sign posted prominently on the property (Section 2.4.F of the KDO).

Review Process: All applications will be reviewed for compliance and then forwarded to the Board of Adjustment for consideration at a public hearing which is held monthly on the 1st Tuesday at 6:00pm in City Hall Laureate Center.

The pre-application meeting, submittal of the application, and payment of fees must be completed prior to scheduling the public hearing. Please review Section 2.4.D of the KDO.

Action by Board of Adjustment: After conducting a public hearing, the Board of Adjustment may affirm or reverse the decision by the Administrator.

Scope of Approval: Per Section 2.5.D(4)c of the KDO, approval of an Appeal is limited to determining whether the decision or interpretation by the Administrator was in accordance with the intent and requirements of the Ordinance, and accordingly, will affirm or reverse the decision.

By signing below, I acknowledge that I have reviewed the Submittal Checklist and have included the required submittal items and reviewed them for completeness and accuracy. I also acknowledge that my application will be rejected if incomplete.

Applicant's Signature: _____ Date: _____



APPEAL APPLICATION

Approval authority – Board of Adjustment

Applicant Contact Information

Name: _____

Address: _____

Phone: _____

Email: _____

Property Owner Contact Information same as applicant

Name: _____

Address: _____

Phone: _____

Email: _____

Project Information

Project Address: _____ Zoning District _____

Parcel PIN: _____ Size of property (in acres): _____

I, _____, hereby appeal to the Board of Adjustment from an adverse decision or interpretation of a Planning Administrator.

The adverse decision/interpretation was made with respect to property described above.

I hereby request the following:

1. An interpretation of a zoning district boundary on the official Zoning Map:

2. An interpretation of the following section(s) of the Kannapolis Development Ordinance:

In the space provided below, or on the back of this form, present your interpretation of the Zoning Map/Ordinance provisions in question and state what reasons you have for believing that your interpretation is the correct one.

I certify that all the information presented by me in this application is accurate to the best of my knowledge, information, and belief.

Applicant Signature

Date