

**City of Buckhannon**  
**70 East Main Street**  
**Buckhannon, WV 26201**

**Zoning Variance Application**  
**(304) 472-1651**

<b>Identification</b>	Owner/Lessee	Phone	Variance Receipt	Date
	Street Address		Zoning District	Flood Zone
	City State Zip		District/Map/Parcel	

**Instructions:** An appeal for a variance from the City of Buckhannon Zoning Code requires the completion of this application within 90 days of the denial of your zoning request plus a fee of \$30. The fee is to offset the cost of legal advertisements, notification of area residents, and the processing of your appeal for a public hearing. Zoning appeals are typically scheduled on Tuesday evenings at 7pm in the Council Chambers at City Hall. The actual date of the hearing is determined by state law and you will be notified in writing of the scheduled hearing. You or someone representing you should appear at the hearing to explain your request and to be available for possible questions by the members of the Zoning Board of Appeals. Please understand that multiple appeals may be heard on the same evening. Typically the Zoning Board of Appeals reaches a decision at the meeting and you will be aware of the decision.

**Reason for the request of a zoning variance:**


<b>Certification</b>	I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as an authorized agent and as such agree to conform to all applicable laws of the City of Buckhannon and the State of West Virginia regarding this proposed project.		
	Signature	Address	Date

<b>Validation</b>	Zoning approved by variance	Reason for denial
	<hr/> <div style="text-align: right;">Zoning Officer</div>	
Date	Initials _____ Date _____	