

Appeal of Decision of Zoning Administrator

Town of Highlands, North Carolina

Date: _____

Application # APP _____

Type of Administrative Decision Being Appealed: _____

Location of Property Affected:

Date of Administrative Decision: _____

Petitioner (if other than owner authorization form required) _____

Petitioner's Mailing Address:

Petitioner's Phone: _____ Fax: _____ Cell: _____

Petitioner's E-Mail: _____

Section 601.2 (B) of the Zoning Ordinance provides for appeal of a any decision of the Zoning Administrator by the applicant for a Zoning Certificate, or any affected property owner or citizen, within 30 days of the decision. The Zoning Board is also authorized, usually in connection with denial of a permit by the Zoning Administrator, to interpret the meaning of parts of the Ordinance that are unclear, or to apply the Ordinance to particular situations. In exercising this authority, the Board is not permitted to vary the Ordinance, only to interpret and apply the Ordinance to a particular case. It is the responsibility of the Town Board of Commissioners to amend the Ordinance. The Zoning Board also has the specific authority to interpret the Zoning Map as per Sec. 602.2(A) in cases involving disputes over lot lines or district boundary lines.

The Zoning Board of Adjustment shall fix a date within a reasonable time for a public hearing which shall be at a regular or special meeting within 36 days from the filing of such notice or application. Any party may appear at the hearing, either in person or represented by his authorized agent or attorney.

In the space below, or on a statement attached to this form, state your grounds for appealing the adverse decision of the Zoning Administrator. If this appeal involves an interpretation of the Zoning Ordinance (or Map), cite the Section (or part of the Map) in question and state your reasons for believing your interpretation is correct.
