

Z. B. A. Meeting \_\_\_\_\_

Rec'd \_\_\_\_\_

Fee: \$500.00

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

Name of Appellant \_\_\_\_\_

Mailing Address \_\_\_\_\_

City or Town \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail \_\_\_\_\_

Name of Owner \_\_\_\_\_

(Project Address of Property) \_\_\_\_\_

Tax Assessor's Map No. \_\_\_\_\_ Lot No. \_\_\_\_\_ Zone \_\_\_\_\_

The undersigned requests that the Zoning Board of Appeals grant relief from the decision, or lack of decision, of the \_\_\_\_\_ Code Enforcement Officer, \_\_\_\_\_ Fire Inspector or \_\_\_\_\_. The undersigned believes that: (check all that apply)

☐ an error was made in the denial of the permit

☐ the denial of the permit was based on a misinterpretation of the ordinance

☐ Other \_\_\_\_\_

Please explain in detail the facts surrounding this appeal and your reasons for believing an error was made, including dates and specific events and references to ordinances, codes, or other laws at issue on a separate piece of paper. Please be as specific as possible so that the Zoning Board of Appeals can give full consideration to your case.

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

**\*\*Please include a sketch with detailed dimensions\*\***

Where applicable, attach the Code Enforcement Officer's or Fire Inspector's written decision to this application.

**PLEASE NOTE: Eight (8) copies of written materials, including documents, photographs and the like that you expect to present to the Board must be provided to the Code Enforcement Office no later than one (1) week before your scheduled hearing date. If you provide written materials after this deadline, you risk that your hearing date may be postponed or that the Board may not consider those materials in its decision.**

I certify that the information contained in this application and its supplements is true and correct.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Appellant Signature

Return application to the Code Enforcement Office, 2 York Street, Westbrook, Me 04092