



APPLICATION

Zoning Board of Adjustment and Appeals

City of Alexandria, Louisiana

Planning Division

625 Murray Street – 2nd Floor, Alexandria, Louisiana 71301-8022

(318) 473-1371

www.cityofalexandrialouisiana.com

APPLICANT(S) NAME _____
MAILING ADDRESS _____
CITY, STATE & ZIP CODE _____
TELEPHONE NUMBER _____
NAME OF PROPERTY OWNER _____

PROPERTY DESCRIPTION

ADDRESS OF PROPERTY _____
LEGAL DESCRIPTION _____

TYPE OF REQUEST

CURRENT ZONE _____

_____ **REQUEST FOR SPECIAL EXCEPTION – Section §28.9.7.1**

A complete site plan must accompany all applications for a special exception permit. All application shall include Proof of Ownership and all liens, servitudes and judgements of record affecting the subject property §9.2.2

_____ **REQUEST FOR VARIANCE – Section §28.9.8.1**

Applications for variance approval shall be submitted in accordance with §9.2.3, demonstrating that special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structuring the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures or buildings in the same district.

SECTION OF ORDINANCE under which this Special Exception or Variance is sought _____

REASON(S) FOR APPLICATION

A FEE of \$125.00 MUST be attached to application along with following information from Rapides Parish Tax Assessor’s Office: PLAT, PROPERTY OWNER, ADDRESS & LEGAL DESCRIPTION for the SUBJECT PARCEL and the same information for PROPERTIES located within 100 feet of the subject parcel.

SIGNATURE OF APPLICANT _____ DATE _____

SIGNATURE OF OTHER OWNERS _____ DATE _____

DATE _____

Application MUST be made for each separately owned parcel of property. Application MUST arrive in Planning Division office at least THIRTY (30) DAYS prior to regular monthly meeting time which is the SECOND MONDAY OF EACH MONTH, with the EXCEPTION OF MAY AND DECEMBER. All meetings are held in the City Council Chambers located on 1st Floor of City Hall, 915 Third Street, Alexandria, LA. Applicant will be notified in writing of specific meeting date.