



APPLICATION
Zoning Board of Adjustment and Appeals
 City of Alexandria, Louisiana - Planning Division
 625 Murray Street – 3rd. Floor, Alexandria, Louisiana 71301-8022
 (318) 473-1371
 Chapter 28 (Land Development Code) can be accessed at www.cityofalexandria.com

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

PROPERTY DESCRIPTION

PROPERTY ADDRESS _____
 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(s) 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**

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

REASON(S) FOR APPLICATION

ADDITIONAL REQUIREMENTS

- \$225 FEE – money order, cash or check. (Fee is non-refundable)
- A PLAT AND THE REAL ESTATE LISTING OF SUBJECT PROPERTY
- A LIST OF PROPERTY OWNERS WITHIN 100 FT. OF SUBJECT PROPERTY
- A PLAT AND THE REAL ESTATE LISTING OF PROPERTY OWNERS WITHIN 100 FT.

This information may be obtained from the Rapides Parish Tax Assessors Office

SIGNATURE OF APPLICANT _____ DATE _____

SIGNATURE OF OTHER OWNERS _____ DATE _____

DATE _____

Application(s) must arrive in Planning Division office SIX WEEKS prior to regular monthly meeting 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 of specific meeting date. Applicant will be responsible for certified mailing and the cost to property owners within 100 ft.