

**CITY OF VIROQUA BOARD OF APPEALS
APPEAL OR REQUEST FOR VARIANCE**

**APPEAL FROM DECISION OF BUILDING INSPECTOR
OR
REQUEST FOR VARIANCE
(Cross out one)**

INSTRUCTIONS: Complete from fully in accordance with the provisions of Ordinance No. 160 and amendments thereto and the Rules of Procedure for the Board of Appeals, copies of which may be procured from the Secretary of the Board at City Hall. Appeal forms, which are not fully completed, shall be deemed insufficient and hearing denied thereon. Additional information in writing must be supplied to the Chairman or Secretary of the Board if requested. If space provided is insufficient, attach riders, identifying item or items of form concerned.

TO THE BOARD OF APPEALS OF THE CITY OF VIROQUA:

The undersigned does hereby appeal the Board of Appeals of the City of Viroqua from a decision of the Building Inspector (denying) (granting) an application for a building permit, (and requests that the Board of Appeals authorize a variance from the terms of City of Viroqua Ordinance No. 160 and amendments thereto). (Cross out last clause if inapplicable). In support hereof, the following information is respectfully submitted:

1. Name and address of applicant
2. Appellant is () the owner, () a lessee or () an aggrieved neighbor of the premises involved.
3. Legal description and street address of premises involved:
4. Description of existing and proposed improvements: (if Building Inspector does not have plot plan, Attach a plot plan or detailed sketch with measurements)
5. Present zoning classification of premises involved:
6. Present and proposed occupancy of premises involved:

Present occupancy:

Proposed occupancy:
7. Date of denial of application for permit by Building Inspector:
8. Reasons for denial by Building Inspector:
9. Statement in detail of grounds for appeal: (If the appeal is from an order, requirement, decision or Determination of the Building Inspector and error is alleged, set forth fully the error alleged with Supporting authorities. If the appeal is a request for a variance, set forth fully the nature of the variance requested and the reasons why a variance should be authorized. If a requests for a variance Attach a true list of name of owners of record of all property within 100 feet of premises involved.)