

Office Use Only

Case No. \_\_\_\_\_ Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

Application Fee: \_\_\_\_\_  Paid

# *Baldwin County*

## *Appeal of Administrative Decision*

Mailing Address

201 East Section Avenue  
Foley, AL 36532

Phone: (251) 972-8523 Fax: (251) 972-8520

### **Appellant**

Are you the property owner?  Yes  No

(If you are not the property owner, you must submit Owner Authorization Form signed by the property owner)

Appellant Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_-\_\_\_\_ e-mail: \_\_\_\_\_

### **Owner**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_-\_\_\_\_ e-mail: \_\_\_\_\_

### **Site Information**

Parcel ID Number: 05-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_

Zoning Classification: \_\_\_\_\_ Planning District: \_\_\_\_\_

### **Appeal**

Basis and Facts of Appeal: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requested Action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Conditions of the Appeals Process

- The Board of Adjustment shall hear and decide appeals where it is alleged there is an error in any order, requirement, decision or determination made by the Zoning Administrator or other administrative official in the enforcement of these zoning regulations.

- Appeals to the Board of Adjustment may be taken by any person aggrieved or by any officer or department of Baldwin County affected by any decision of any administrative officer representing the County in an official capacity in the enforcement of these zoning regulations. Such appeal shall be taken within 30 days of said decision by filing with the officer from whom the appeal is taken and with the Board of Adjustment a notice of appeal specifying the grounds thereof. The officer from whom the appeal is taken shall transmit forthwith to the Board of Adjustment all papers constituting the record upon which the action was taken.

- An appeal stays all proceedings in furtherance of the action appealed from unless the officer from whom the appeal is taken certifies to the Board of Adjustment after the notice of appeal shall have been filed with him that by reason of facts stated in the certificate a stay would in his opinion cause imminent peril to life or property. Such proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board of Adjustment or by a Court on application and notice to the officer from whom the appeal is taken and on due cause shown.

- Any party aggrieved by a final judgment or decision of the Board of Adjustment may, within 15 days thereafter, appeal therefrom to the Circuit Court of Baldwin County, Alabama, by filing with the Circuit Court and the Board of Adjustment a written notice of appeal specifying the judgment or decision from which the appeal is taken. In case of such appeal, the Board of Adjustment shall cause a transcript of the proceedings and the action to be certified to the Court to which the appeal is taken, and the action of such court shall be tried de novo.

(Baldwin County Zoning Regulations Section 18.10)

\*\*\*\*\*

**I have read the above conditions and understand them and agree to abide by them. I hereby certify that the information stated on and submitted with this application is true and correct. I also understand that the submittal of incorrect information will result in the revocation of any approval and any work performed will be at the risk of the applicant.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Office Use Only

Date of Hearing: \_\_\_\_\_

Board Decision: \_\_\_\_\_

Conditions: \_\_\_\_\_

Chairman's Signature: \_\_\_\_\_ Date: \_\_\_\_\_