

APPLICATION / APPEAL TO THE BOARD OF ADJUSTMENT

CITY OF DALLAS, TEXAS

BDA Case No.: _____ (1)_____

Data Relative to Subject Property Date: _____ (2)_____

Location: _____ (3)_____ Zoning District: _____ (4)_____

Lot No: _____ (5)_____ Block No: _____ (6)_____ Lot Size: _____ (7)_____

Zoning Map #: _____ (8)_____ Mapsco Cell #: _____ (9)_____ Census Tract: _____ (10)_____ Service District: _____ (11)_____

Value of the Proposed Improvement or Sign: \$ _____ (12)_____ Fee: \$ _____ (13)_____

To the Honorable Board of Adjustment:

Owner of Property / or Principal: _____ (14)_____

Applicant: _____ (15)_____ Telephone: _____ (16)_____

Mailing Address: _____ (17)_____ Zip Code: _____ (18)_____

Represented By: _____ (19)_____ Telephone: _____ (20)_____

Mailing Address: _____ (21)_____ Zip Code: _____ (22)_____

Affirm that a request has been made to: _____ (23)_____

Application is now made to the Honorable Board of Adjustment, in accordance with the provisions of the Dallas Development Code, to grant the described request for the following reason:

(24)

Note to applicant: If the relief requested in this application is granted by the Board of Adjustment, said permit must be applied for within 180 days of the date of the final action of the Board, unless the Board specifically grants a longer period.

Respectfully submitted _____ (25)_____ (26)_____
Print / Type Name Signature

Affidavit

Before me the undersigned on this day personally appeared _____ (27)_____
who on (his/or her) oath certifies that the above statements are true and correct to his/her best knowledge and that he/she is the owner/or principal/or
authorized representative of the subject property.

(28)
Affiant-(Applicant's Signature)

Subscribed and sworn to before me this _____ (29)_____ day of _____ (30)_____

(31)
Notary Public in and for Dallas County, Texas (5-27-99)

Instructions for an appeal to the Board of Adjustment

Please use original application form

1. Appeal Number: Number is assigned when appeal is submitted to City.
2. Date that appeal is being submitted to the City.
3. An actual address of subject site needing the relief (ex. 2734 Appeal Street).
4. Zoning District as showed on official zoning maps of the subject site (ex. MU-2).
5. Legal Lot number of the subject site. Obtainable from the deed or tax record.
6. Legal Block number of subject site. Obtainable from deed or tax record.
7. Size of the subject site in acres or square footage if less than 1 acre.
8. The zoning map page number shown on official zoning maps.
9. The Mapsco page number and letter.
10. Census tract can be obtained from the City staff.
11. Service District can be obtained from the City staff.
12. Value of the proposed improvement or sign.
13. Fee \$ - Figure from "Information about Appeals to the BDA."
14. The name of the Owner or Principal of the subject site (from Deed).
15. Owner or person from the company applying for relief.
16. Telephone number of Owner or person from the company applying for relief. 17. Mailing address of the Owner or person from the company applying for relief.
18. Zip code of the Owner or person from the company applying for relief.
19. The Person or Firm representing the applicant to the Board.
20. Telephone number of the representative.
21. Mailing address of the representative.
22. Zip code of the representative.
23. What is being proposed to be built or done that the City is not allowing? Is it new construction or an existing structure?
24. State the reasons why relief should be granted. You may attach additional information on 8-1/2x11 inch paper if needed. Be specific on how much you are asking for (ex. variance number of the yard, lot and space regulation or the number of parking spaces, etc.).
25. Applicants name either typed or printed.
26. The signature of the applicant.
27. Applicants name either typed or printed.
28. The signature of the applicant.
- 29 thru 30. The date, month and year that the Notary signs application.
30. Notaries' signature.