

Town of Rock Hall

BOARD OF APPEALS APPLICATION

IN THE MATTER OF THE APPLICATION OF:

(Street Address of the Subject Property)

\_\_\_\_\_

Applicant Information:

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

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

City/State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

FOR OFFICIAL USE ONLY

Case No. \_\_\_\_\_

Date Filed \_\_\_\_\_

Date of BOA Hearing \_\_\_\_\_

Decision of Board \_\_\_\_\_

APPLICATION IS HEREBY MADE FOR:

- Appeal of a determination of the Zoning Administrator
- Variance from the strict application of the Zoning Ordinance
- Special Exception

DESCRIPTION OF RELIEF SOUGHT:

Brief description of the property involved, purpose of application, specific relief sought.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Applicant

If the applicant is a lessee or contract purchaser, attach the contract and sworn written statement from the owner indicating endorsement of the application.

**INSTRUCTIONS TO APPLICANT:**

1. An original and ten copies of the application and information required in #2 below, accompanied by a fee of \$\_\_\_\_\_ payable to "Town of Rock Hall", must be filed with the **Zoning Administrator, Town of Rock Hall, 5585 Main Street, P.O. Box 367 Rock Hall MD, 21661.**
2. Attach to the application a sketch plan drawn to scale or a professionally prepared site plan that shows, at minimum, all dimensions of the lot and buildings thereon; distance between buildings and property lines; bounding street names, waterways, and contiguous and opposite properties with names of the owners; a north point; and a scale. Include on the plan any other information that you believe is relevant to your application.
3. Applications on which all required information is not furnished will be returned for completion before scheduling a hearing or processing of the application.
4. Withdraw of the application by the applicant prior to the hearing will forfeit all application fees paid by the applicant.
5. The applicant has the burden of proof in Board of Appeals hearings, which includes the burden of producing evidence to demonstrate that the applicant meets all the criteria relevant to the application and the burden of persuasion on all questions of fact and law that are to be determined by the Board of Appeals.

**My signature below grants the members and alternates of the Board of Appeals and the employees and contractors of the Town of Rock Hall the right to enter onto the property for the purpose of viewing the site and the context of the application.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner if not the applicant

\_\_\_\_\_  
Date