

APPLICATION
To the CITY of POPLAR BLUFF, MISSOURI
BOARD OF ADJUSTMENT

REQUEST FOR VARIANCE

Date: _____

Name of Applicant(s): _____

Applicant's Address: _____

Property Owner(s): _____

Property Owners Address: _____

Address of Variance Request: _____

Variance Requested and Reason for Variance: _____

Legal Description of Property Involved: _____

Signature of Applicant: _____

Telephone Number: _____

FEE (non-refundable) \$150.00

Date Paid: _____

Applicant things- to – do checklist:

- 1) Applicant must submit a list of the property owners within 185 feet of the property with the application. This can be obtained from the Butler County Assessor's Office in the Butler County Courthouse at no charge.
- 2) Applicant or representative must be present at Board of Adjustment meeting or item will be tabled.
- 3) Representative must provide written documentation granting full authority to speak upon applicant's behalf.
- 4) Survey of property lines must be submitted with application for all property line setback variances (Ord. 5759).

NOTE: Should the request for variance be granted, work must begin within six months or applicant will be required to reapply for variance. (Ord. 5976)