



City of Bay Minette

Variance Application

301 D'Olive Street · Bay Minette, Alabama 36507
Phone (251) 580-1650 · COBM_Planning@cityofbayminetteal.gov

Office Use Only

V - _____
Fee: \$300 + \$10 per Certified Letter
Paid: Credit Card Cash
 Check. # _____
Date Paid: _____

Are you the property owner? Yes No
(If you are not the property owner you must submit an Agent Authorization Form signed by the property owner)

Name: _____ Date: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email: _____

Site Information

Property Address: _____

or Property Location: _____

*Parcel No.: _____ *PPIN No.: _____

**Parcel or PPIN information must be completed*

Current Zoning: _____

The purpose of this Variance is to allow:

What are the conditions which prevent you from using this property in accordance with the zoning ordinance?

**Variance ordinance excerpt is included in packet*

I, the undersigned applicant, understands that payment of these fees does not entitle me to approval of this variance and that no refund of these fees will be made. I have reviewed a copy of the applicable zoning regulations and understand that I must be present on the date of the meeting. I understand and authorize City Staff to conduct site visits, as needed in relation to this request.

Signature of Applicant (Owner of Property or Authorized Agent)

Date

Submittal Requirements

- ____ Application
- ____ Fee
- ____ Agent Authorization Form (if applicant is not the owner)
- ____ Complete Legal Description of Property
- ____ Plot Plan or Survey – indicating any existing structures, proposed structures, and setbacks from property lines.