



City of Batavia
 Community Development Department
 100 North Island Avenue
 Batavia IL 60510
 Phone (630) 454-2700

Application for Appeal

Applicant Name: _____

Address: _____

Phone: _____ Applicant E-mail: _____

Signature of Applicant: _____ Signature Date: _____

I request an appeal of a decision of the

Administrative Officer **Plan Commission** **Board of Appeals for:**

Rationale:

(Attach additional sheets if needed)

Instructions:

- Provide 6 copies of all submittals, such as drawings or supporting documents (excluding application)
- Provide all submitted documents electronically in PDF format.
- Application shall include the submittal fee as required by Title 3, Chapter 20, Section 2 of the Municipal Code.
- Staff may request the applicant provide additional material in order to process and complete application review.
- Applicant is required to provide a written notice to properties within 250' (excluding rights of way) and post a sign on the property providing notice of a Public Hearing for the appeal of a property specific appeal.
- Applicant will provide written affidavits, pursuant to Chapter 5.2 of the Zoning Code for the Mailing (5.205.D.3) and Sign (5.205.C.5) Notices

Office Use Only:
 Filing Date: _____
 Approval Date: _____
 LAMA Case: _____
 Fee Paid: _____