



**Charlotte Planning & Zoning**  
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## Appeal of Zoning Administrator Questionnaire

Use for all appeals of the Zoning Administrator's decision or act **Requiring** Zoning Board Approval

Property Owner: Patricia Coyne Project Location: 527 Church Hill Rd Permit #: \_\_\_\_\_

In accordance with the Act [§4465], an interested person may appeal a decision or act of the Zoning Administrator within 15 days of the date of the decision or act by filing a notice of appeal with the Secretary of the Board of Adjustment, or the Town Clerk if no Secretary has been elected, and by filing a copy of the notice with the Zoning Administrator.

(1) Notice of Appeal. In accordance with the Act [§4466], the notice of appeal shall be in writing and include the following information:

- (a) Decision or Act taken by Zoning Administrator being appealed: Decision that permit ZT decision stating that Coyne's are in compliance is final and that Coyne is in compliance.
- (b) the name and address of the appellant: Andrew Swager 209 Meserve Rd
- (c) a brief description of the property: New "growing structure" along Church Hill rd.
- (d) a reference to applicable provisions of these regulations: 9.6 Appeals, 9.8 Violations  
ZZBA of Charlotte Regulations
- (e) the relief requested by the appellant, including any request for a variance from one or more provisions of these regulations [see Section 9.7]: Request that ZBA overturn the opinion by ZT that previous ZT conclusion of compliance is final; & substantive determination that Coyne are not in compliance with July 2015 ZBA opinion.
- (f) the alleged grounds why such relief is believed proper under the circumstances: See attached letters

(2) The Board of Adjustment shall conduct a hearing of an appeal within sixty days of the filing of the notice of appeal as provided in the Act [§4468]. The Board shall render its decision within forty-five days after completing the hearing. The decision shall include findings of fact setting forth its basis. A copy of the decision and findings of fact shall be issued as provided under Section 9.9(E).