

## What You Need For a Variance or Special Exception

1. **Property Record Card:** Obtained at the *Assessor's Office* at **NO CHARGE**.
2. **Copy of Deed:** Identifying the owner of the property; obtained from the *Recorder's Office*.
3. **Aerial Picture:** With the area shown or drawn in (show accurate measurements for a variance).
4. **Map:** Showing property location.
5. **Application Fee:** Variance \$ 385.00  
Special Exception \$485.00
6. Bring all information to the Area Plan Office by the first Wednesday of the month. Your meeting will be the first Wednesday of the following month at 6:30pm. Conference Room #106.

*Decatur County Board of Zoning Appeals*

IN RE TO THE PETITION FOR SPECIAL EXCEPTION OR VARIANCE:

\_\_\_\_\_Property Record Card

\_\_\_\_\_Deed

\_\_\_\_\_Aerial View of Property with area shown

\_\_\_\_\_Map Showing Location of Property

\_\_\_\_\_A check for \_\_\_\_\_payable to Area Plan Office (**non-refundable**)

**Date Filed:**

Applicant:

Applicant's Address:

Phone Number:

Address of Property:

**Township \_\_\_\_\_Parcel ID \_\_\_\_\_**

We, the undersigned owner of certain real estate located in Decatur County, Indiana, Hereby petition the Board of Zoning Appeals of Decatur County as follows:

1. Short description of property: **see attached legal description & exhibit**
2. Real Estate is presently zoned:
3. Petitioner requests:
  - a. “\_\_\_\_\_” as provided in Decatur County Zoning Ordinance Section No.
  - b. A “\_\_\_\_\_” from provisions of the Decatur County Zoning Ordinance Section Number, specifically;  
\*Give specific reference to the section of the ordinance for which variance is requested.  
State Variance:

*Decatur County Board of Zoning Appeals*

4. Attach a general scale map of the real estate upon which action is requested. Include in the drawing the location of all existing buildings, other physical structures, fences, utility lines or easements, public or private roads, entrances or exits, drainage (both surface and subsurface) and any other significant land demarcations. Also, designate the position of each adjoining land owner.
5. If petitioner is represented by an attorney, please state his/her name and address:
6. Enclose a check for \_\_\_\_\_ made payable to:

**Decatur County Area Plan Commission.**

**Application Number BZA 2014-**

Signature of Applicant (s)

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Table 25.1 - Dimensional Standards

District	Area	Width	Front	Side	Rear	Height
A-1			70'*/80'***	30'	30'	30'
A-2	1.5 acres	150'	70'*/80'***	30'	30'	30'
B-1			30'/70'	10'	20'	20'
B-2			30'/70'	10'	20'	40'
B-3			30'/70'	10'	20'	50'
I-1	50,000 sq. ft.	200'	70'	50'	50'	60'
I-2	217,800 sq. ft.	250'	250'	100'	100'	80'
R-1	12,000 sq. ft.	100'	40'	10'	35'	35'
R-2	7,500 sq. ft.	75'	30'	8'	30'	35'
R-3	6,000 sq. ft.	60'	30'	6'	20'	35'
R-4	As per ISDH	60'	30'	6'	20'	35'

\* FROM CENTER LINE OF ROAD

\*\* FROM THE STATE HIGHWAY RIGHT-OF-WAY

ALL OTHER FROM EDGE OF RIGHT-OF-WAY

Distance is from the center line of County Roads. (All other roads measure from the edge of the right-of-way)



**Decatur County Fee Schedule  
Area Plan Commission**

**Request before BZA Board**

Dimensional variance	\$385.00
Conditional Use & Special Exception	\$485.00
Appeal	\$385.00

**Request Before the APC Board**

Technical Review Submitted	\$100.00 Flat Fee
Zoning Map Amendment up to 2.99 acres	\$585.00
Zoning Map Amendment 3.00 acres and up	\$585.00 + \$10.00 per acre
Preliminary Plat	\$150.00 + \$25.00 per lot +Hard Cost
Change in Concept Development Plan	\$300.00 + \$5.00 per lot + Hard Cost
Major Revision	50 % of Original Fee Paid
Variance Request	\$300.00 each
Improvement Plan	\$500.00 + \$5.00 per lot
Final Plat	\$250.00
Certified Survey or Recorded Survey	\$60.00
Major Revision	\$60.00
Administrative Re-plats	\$250.00
Certified Letter Fee	\$48.00
Legal Advertisement	\$50.00
Dec. Co. Zoning Ordinance(Complete)	\$250.00

**Decatur County Construction & Development Standards Fees**  
**Permit Filing and Review Fees**

**Subdivisions**

1 ½ single lot	\$ 100.00
20 lots or less	\$ 500.00
21 lots & up to 60 lots	\$ 800.00
61 lots & up to 100 lots	\$1200.00
If field visit is needed	\$ 500.00

**Commercial, Industrial and Hydraulics**

Price base on complexity of the project's per hour rate will be charged