



**CITY OF JONESBORO  
BOARD OF ZONING ADJUSTMENT  
APPLICATION REQUESTING VARIANCE &  
NONCONFORMING USE CHANGE REQUESTS**

Case Number \_\_\_\_\_ BZA Deadline November 25, 2023  
Date Submitted November 22, 2023 BZA Meeting Date December 19, 2023

**OWNER/APPLICANT INFORMATION**

Property Owner Pruett Properties, LLC Applicant Associated Engineering, LLC  
Address 3700 Charleston Drive, Jonesboro, AR Address 103 South Church  
Phone 870-780-4499 Phone 870-932-3594  
Signature [Signature] Signature [Signature]

**DESCRIPTION OF REQUESTED VARIANCE**

Request variance for building finish in Overlay District. Requirement is brick, wood, stone exterior. Owner requests variance to delay installing the required finish to existing structure until Phase II work begins. Planning for Phase II building under way. Work scheduled for early 2024.

Property located at 5439 Southwest Drive.

**CIRCUMSTANCES NECESSITATING VARIANCE REQUEST**

Oversight in planning and in building construction resulted in metal being placed on end panels. Variance required for approval on Phase I construction. Owner requests a delay in finish installation until Phase II construction begins.

**GENERAL SUBMITTAL INFORMATION**

- Submit a narrative letter explaining your request along with seven (7) copies of an accurate site plan drawn at a scale that clearly illustrates the requested use, the subject property, and surrounding properties, streets and easements, etc.
- Provide confirmation receipts to our office that adjoining owners of all properties have been notified.
- Pay fee.

*Planning Department, P.O. Box 1845, Jonesboro, AR 72403-1845 · (870) 932-0406 · Fax (870) 336-3036*