



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

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

OWNER/APPLICANT INFORMATION

Property Owner _____	Applicant _____
Address _____	Address _____
Phone _____	Phone _____
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.

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