



**Development Services Department**  
 City of Marshfield  
 207 West 6th Street  
 Phone: 715-486-2016 Fax: 715-384-7831  
 Email: developmentsservices@ci.marshfield.wi.us

## Administrative Appeal Application

### Type of Action

Appeal of Code Interpretation	Appeal of Zoning District Boundary	Appeal of Decision/Order
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### Site Information

Property Address:	Present Land Use:	
Legal Description and/or Parcel #:		

### Applicant Information

Name:	Phone:	Email:
Address:		
Applicant is:	Owner	Authorized representative/other (describe):
Owner information (if different than Applicant)		
Name:	Phone:	Email:
Address:		

### Details of Appeal: *depending on Appeal, please provide the following info (attach additional pages, if needed)*

	Code Interpretation: include section #, City Official(s), your interpretation, & rationale Zoning Boundary Interpretation: include location, districts, & your determination criteria Appeal of Decision/Order: indicate specific decision or order & reason for dispute
Reason for Appeal:	

### Fees

Application Fee: \$250.00
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**Submission of Materials:** Required & requested documentation must be submitted to the Development Services Department in order for the application to be placed on the agenda for review by the Zoning Board of Appeals.

**Attendance:** Attendance at the public hearing is required. Failure to attend can result in the denial or delay of review due to lack of information.

**Fees:** The fee for an Appeal hearing is \$250, and shall be submitted with the application. This fee is non-refundable, and will not be refunded if the request is denied by the Zoning Board of Appeals.

The undersigned's signature below indicates the information contained in this application and accompanying materials is true and correct. The undersigned acknowledges that this application has been made with the consent of the property owner(s); that this form is not granting an Appeal but only an application for a review of an Appeal. The review of the request is by the Zoning Board of Appeals, which is a quasi-judicial proceeding. The undersigned authorizes City Staff, representatives of the City, and Zoning Board members to visit and inspect the site location listed on this application to process your appeal. You will have an opportunity to present info to the Board in support of your application at the public hearing. It is not appropriate to contact Board members in advance regarding a pending decision. Please file any written communication about your application to the Zoning Administrator, and direct additional copies to Board members and other persons who have registered an interest in your application.

Applicant Signature:

Date: