

# Wells County Area Plan Commission

223 W. Washington St. Bluffton, IN 46714

PH: (260) 824-6407 FAX: (260) 824-6415

E-MAIL: GIS@wellscounty.org

## Requirements for Filing an Appeal of an Administrative Decision

**Filing and Meeting dates are available at the Area Plan Commission Office and the Wells County Area Plan Commission Web Site (<http://www.wellscounty.org/apc.htm>)**

**Copies of the Wells County Zoning Ordinance and Wells County Subdivision Control Ordinance are available for purchase at the Wells County Area Plan Commission Office or may be viewed and printed online at the Wells County Area Plan Commission Web Site (<http://www.wellscounty.org/apc.htm>)**

### 1) FILING

- a. This petition to Appeal an Administrative Decision will be heard at the next available public meeting of the Wells County Board of Zoning Appeals.

### 2) FEES

- a. Filing Fee \$10.00 (payable to the Wells County Area Plan Commission)

### 3) Filing

- a. Filled Out and Signed Petition and Findings of Fact and Ruling Document

\* All Fees Are Not Refundable

\* As A Petitioner You Are Responsible For Reviewing The Wells County Zoning Ordinance And Subdivision Control Ordinance Requirements For Your Appeal. The Area Plan Commission Office Staff Will Be Available To Answer Any Questions You May Have.

\* A COMPLETE FILING DOES NOT GUARANTEE APPROVAL.

# Wells County Board of Zoning Appeals

Appeal of an Administrative Decision

Filing Form and Findings of Fact and Ruling Document

## Filing Form

Appellant's Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Findings of Fact and Ruling Document

PETITION FOR APPEAL OF AN ADMINISTRATIVE DECISION: \_\_\_\_\_  
(To Be Filled Out By the Area Plan Commission Office)

APPELLANT: \_\_\_\_\_  
(Name of the Appeler)

LOCATED AT: \_\_\_\_\_  
(Address or Adjoining Street Names "Ex: 100 N between 300 E and 400 E")

DESCRIPTION: \_\_\_\_\_  
(Brief Legal Description of the appeal property "Ex: 40 A in the NE ¼ of S12T25NR12E")

CURRENT ZONING CLASSIFICATION: \_\_\_\_\_  
(Use [www.wellscountygis.org](http://www.wellscountygis.org) or contact the Plan Commission Office for Information)

PROPOSED APPEAL "Petition": \_\_\_\_\_  
(Brief Description of the Appeal)

PRINT DATE: \_\_\_\_\_  
(Date the document was filled out)

APPEAL REASON: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To Be Filled Out By the Petitioner or Petitioner's Agent  
To Be Filled Out By the Petitioner

_____ Signature	_____ Date	_____ Signature	_____ Date
_____ Signature	_____ Date	_____ Signature	_____ Date

To Be Filled Out By the Petitioner  
To Be Filled Out By the Area Plan Commission Office

Comes now the Wells County Board of Zoning Appeals and in support of granting \_\_\_\_\_  
Petition for an Appeal of an Administrative decision makes the above Findings of Fact, to wit:

\_\_\_\_\_ filed a Petition for an Appeal of an Administrative decision as to the  
following described real estate located in \_\_\_\_\_ Township, Wells County, Indiana; more particularly  
described on Exhibit A attached hereto.

Notice of the scheduled \_\_\_\_\_ public hearing on the Petition was duly published in accordance  
with I.C. 5-3-1 more than ten (10) days prior to the public hearing.

On \_\_\_\_\_, the Wells County Board of Zoning Appeals conducted a public hearing on the Petition in  
accordance with the Rules of Procedure of the Wells County Board of Zoning Appeals and the above evidence was  
heard.

Wherefore, based upon the above findings of fact and upon the Motion of \_\_\_\_\_, duly seconded  
by \_\_\_\_\_, the Petition for an Appeal of an Administrative Decision by  
\_\_\_\_\_ is hereby granted by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

\_\_\_\_\_  
Board of Zoning Appeals President

\_\_\_\_\_  
Board of Zoning Appeals Secretary