

BOARD OF ADJUSTMENT

Appeals to the Board of Adjustment may be taken by any person aggrieved or by any officer, department, board, or bureau of the City of Thibodaux affected by any decision of the Building Official. Such appeal shall be taken within a reasonable time, as provided by the rules of the Board, by filing with the officer from whom the appeal is taken and with the Board of Adjustment a notice of appeal specifying the grounds thereof.

The powers of the Board shall be to interpret the Ordinance:

To hear and decide appeals where it is alleged there is an error in any order, requirement, decision, or determination made by the Building Official in the enforcement of this Ordinance.

To grant or deny variances from the Zoning Ordinance that are needed and/or requested for various reasons.

The following data is required to request a variance of the Zoning Ordinance:

- 1) **Application for Variance** form (copy attached) for the Board of Adjustments
- 2) A detailed plot or site on **letter or legal size** paper must be submitted with the request for a variance. The plot plan shall include a detailed location of all servitudes, easements and all structures on the property.
- 3) **Justification of Variance** (applicant needs to answer items 3-a through 3-d on application form).

The Board meetings are usually held on the fourth Wednesday of each month at 5:30 P.M. in the City Council Meeting Room, 310 West 2nd Street (upstairs in City Hall Building). **Either the owner, applicant, contractor or a designated agent must attend the meeting to present their case. Application must be made no later than twenty six days before the next scheduled meeting. A fee of \$30.00 is payable to the City of Thibodaux by check or money order ONLY at the time of application.**

The application and fee may be mailed to: CITY OF THIBODAUX
Public Works Department
P. O. Box 5418, Thibodaux, LA 70302-5418

The application and fee may also be delivered to our office located at:

1219 Henry S. Thibodaux Street
Thibodaux, LA 70301

If we may be of any further assistance or should you have any questions with regard to this process please do not hesitate to contact us at (985) 446-7208.