

Town of Jupiter Building Department

Construction Board of Adjustment and Appeals Procedure

The present schedule for the Construction Board of Adjustment and Appeals is as follows:

1. Meeting is scheduled within thirty days of a request.
2. Application is required prior to scheduling a meeting.
3. After verifying the Council Chamber is available for the meeting, the board meeting is scheduled.
4. Notice of the meeting with an agenda, minutes of the prior meeting and pertinent information is sent to all board members and the applicant by certified mail a minimum of five days before the meeting.
5. The day after the meeting, a letter is sent to the applicant with the results of the meeting.



Town of Jupiter

Building Department

CONSTRUCTION BOARD OF ADJUSTMENT AND APPEALS

For construction located at: _____

Lot: _____ Block: _____ Subdivision: _____

Of a Type: _____ Building to be used for: _____

In accordance with the provisions of Chapter 21, Division II of the Code of Ordinances and the Amendment to the Florida Building Code adopted by the Town of Jupiter, I hereby appeal to the Construction Board of Adjustment and appeals for:

The appeal and why such an appeal should be granted are detailed on the attached sheets. This appeal is made in order that I might construct the above named structure as proposed and shown on the attachments.

Applicant Signature: _____
Owner () Contractor () Both ()

Address: _____

_____ Telephone: _____

1. Attach plans, plats or other exhibits to application.
2. A filing fee of \$200.00 must accompany each application.

Received By: _____ Date _____

Meeting Date: _____