



APPLICATION FOR VARIANCE

DATE:	Planning Commission Meeting Date:
Application Number:	Meeting Deadline:

PART I. OWNER / APPLICANT INFORMATION

Owner Name _____ Address _____ Phone _____

Agent Name (if applicable) _____ Address _____ Phone _____

PART II. PARCEL INFORMATION

Street Address: _____

Current Zoning: _____

Current Land Use: _____

Type of Variance Sought: _____ Sign _____ Parking _____ Setback _____ Other _____

PART III. Provide a Brief Description and Reason for the Variance (attach a zoning map or site plan)

PART IV.

1) Are there extraordinary and/or exceptional conditions to the particular property, which make a variance necessary?

2) Would the strict application of this ordinance produce an unwarranted hardship not generally shared by others?

3) Will the proposed variance alter the character of the area? If so, how?

VARIANCE APPLICATION REQUIREMENTS AND INFORMATION

1. Complete 'Authorization to ACT as Applicant', if applicable.
2. Provide a vicinity map showing the location of the property.
3. Provide a plot plan showing the property boundaries and proposed development layout with the Variance noted or highlighted.
4. Application must be filed with the Planning Director at least 15 days prior to the next regularly scheduled Planning Commission meeting.
5. Pay adjacent property owner mailing fee.

Provide the Names and Addresses of ALL adjoining Property Owners:

FEEES:

Total Number of Adjoining Property Owners	_____ X \$7.00	\$ _____
	TOTAL	\$ _____

PART V.

I hereby request that the Planning Commission review a variance request for my property located at (street address) _____ . Enclosed are the true and accurate names and addresses of all adjacent property owners. I understand that the Commission may require additional information, or waive certain requirements, in order to make a decision on the request at any time during the process.

Signature

Date