



VARIANCE APPLICATION

The Planning and Zoning Commission may authorize variances where it can be shown that the literal interpretation of this ordinance would cause hardship. A variance shall not be considered a right or special privilege, but may be granted only upon the showing of undue hardship because of characteristics of the site, and that the variance is not in conflict with the public interest.

APPLICANT INFORMATION

NAME OF APPLICANT: _____
MAILING ADDRESS: _____
CITY, STATE, ZIP: _____
CONTACT NUMBER: (_____) _____

OWNERSHIP INFORMATION

NAME OF PROPERTY OWNER: _____
ADDRESS: _____
CITY, STATE, ZIP: _____
CONTACT NUMBER: (_____) _____

DESCRIPTION OF PROPERTY

ASSESSOR PARCEL NUMBER (BEGINS WITH RP): _____
SITE LOCATION: _____
SUBDIVISION NAME: _____ BLOCK: _____ LOT: _____

No variance shall be granted unless it can be shown that all of the following circumstances exist:

- A. Conditions apply to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size, shape, topography, or other circumstances over which the Applicant has no control.
- B. The variance is necessary for the preservation of a property right of the Applicant, substantially the same as is possessed by owners of other property in the same zone or vicinity.
- C. The authorization of the variance will not be materially detrimental to the purposes of this ordinance, be injurious to property in the zone or vicinity in which the property is located, or otherwise conflict with the objectives of any county development plans or policies.
- D. The variance requested is the minimum variance, which will alleviate the hardship.

SUBMITTALS

- \$125.00, nonrefundable fee.
- A narrative that explains the proposed variance and how the request meets the criteria listed above.
- A site plan, drawn to scale, showing the condition to be varied and the dimensions and arrangement of the proposed variance.
- Other information necessary to understand the request (i.e. record of survey)

APPLICANT CERTIFICATION

The Applicant(s) hereby certify(ies) that the information contained in this application is true and correct to the best of my/our knowledge.

Dated this ____ day of _____, 20___. _____
Signature of Applicant

Dated this ____ day of _____, 20___. _____
Signature of Property Owner

FOR OFFICIAL USE ONLY:	
Date Submitted: _____	Received By: _____
Amount Paid: _____	Check/Money Order #: _____
Hearing Date: _____	Case Number: _____

NARRATIVE OF PROPOSAL
(Please provide a detailed description of your proposal)