



Case No. _____
Date: _____

VARIANCE APPLICATION

Application fee: \$50.00

By virtue of this application, the undersigned owner(s) hereby request a Variance for the subject property as described below.

1. Owner's Name: _____ Phone: _____

Address: _____ City/State/Zip: _____

Owner's email: _____

Owner's Agent: _____ Phone: _____

Address: _____ City/State/Zip: _____

Agent's email: _____

2. Legal description of subject property: (City Lot #): _____

(Address): _____

3. Existing zoning: _____

4. Existing use: _____

5. Variance Request(s):

Section: _____ Standard: _____ Request: _____

Section: _____ Standard: _____ Request: _____

Section: _____ Standard: _____ Request: _____

Section: _____ Standard: _____ Request: _____

6. Supporting Information: The owner/agent must provide the following documentation:

i. Proposal explaining the proposed project. Provide specific details pertaining to the variance request. Include site plans and other supporting documentation as needed.

ii. Narrative statement which demonstrates the Variance request conforms to the following standards in determining practical difficulty as enumerated in Chapter 1236.03(d)(4)(A-J), and as listed herein:

A. Whether special conditions and circumstances exist which are peculiar to the land or structure involved and which are not applicable generally to other lands or structures in the same zoning district;

Development / Planning / Inspection Departments

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- B. Whether the property in question will yield a reasonable return or whether there can be any beneficial use of the property without the variance;
- C. Whether the variance is substantial and is the minimum necessary to make possible the reasonable use of the land or structures;
- D. Whether the essential character of the neighborhood would be substantially altered or whether adjoining properties would suffer substantial detriment as a result of the variance;
- E. Whether the variance would adversely affect the delivery of governmental services such as water, sewer, or trash pickup;
- F. Whether the property owner purchased the property with knowledge of the zoning restrictions;
- G. Whether special conditions or circumstances exist as a result of actions of the owner;
- H. Whether the property owner's predicament feasibly can be obviated through some method other than a variance;
- I. Whether the spirit and intent behind the zoning requirement would be observed and substantial justice done by granting a variance; and
- J. Whether the granting of the variance requested will confer on the applicant any special privilege that is denied by this regulation to other lands, structures or buildings in the same district.

The owner(s) and/or the owner's agent certify that the information contained herein, and any information provided as exhibits herewith, is accurate and correct. The owner(s) also by virtue of this request grants to those public officials/staff responsible for the review of this application, permission to inspect the subject property.

Signature of Agent: _____ Date: _____

Signature of Owner: _____ Date: _____

Sworn to and subscribed before me this _____ day of _____, 20__.

Notary Public



FOR OFFICE USE ONLY

Fee: _____

Received by: _____