



PLANNING & ZONING COMMISSION VARIANCE APPLICATION

Date of Application _____ Applicants Name _____

Mailing Address _____

Phone _____ Email _____

1. Location Description.

Street Address _____

Legal Description _____

2. Nature of Variance: _____

In addition, plans drawn to scale must be attached to this application showing dimensions and shape of the lot, the size and locations of existing buildings, the locations and dimensions of proposed buildings or alterations, and any natural or topographic peculiarities of the lot in question.

3. **Justification of Variance.** In order for a variance to be granted, applicant must prove to the Board of Zoning Appeals that the following items are true: (please attach on separate sheet)

- a. special conditions exist peculiar to the land or building in question
- b. that a literal interpretation of the ordinance (resolution) would deprive the applicant of the rights enjoyed by other property owners
- c. that the special conditions do not result from previous actions of the applicant
- d. that the requested variance is the minimum variance that will allow a reasonable use of the land or buildings.

4. Application Fee of \$150.00 is due with application. Applicant must also pay exact mailing costs (for notification of hearing to surrounding property owners) which will be billed after mailing is complete.

I certify that the information contained in this application and its supplements is true and correct.

Date _____

Applicant

Board Comments _____
