



Revised 2021

**ZONING BOARD OF ADJUSTMENT
VARIANCE APPLICATION**

\$150.00 APPLICATION FEE

PROPERTY ADDRESS: _____

PROPERTY ZONING: _____

SECTION OF CITY CODE REQUESTING VARIANCE FROM _____

APPLICANT:	Name: _____
	Address: _____
	Phone: _____

PROPERTY OWNER: (if different)	Name: _____
	Address: _____
	Phone: _____

Briefly, describe the nature of the variance request:

Variances need to meet all of the following criteria to be granted:

Explain why the denial of this variance would greatly decrease or practically destroy the property's value for any permitted use within that zone, which shows a demonstrable hardship:

Explain why the circumstances to request a variance are unique to your property, not “self-created”, and not the general conditions in the neighborhood:

If the variance were to be granted, explain why it would not alter the essential character of the locality.

If the variance is granted it **will not**:

- a. permit any use in any district which would be in conflict with the permitted uses of such district under the terms of this ordinance.
- b. impair an adequate supply of light and air to adjacent property.
- c. unreasonably increase the congestion in public streets.
- d. increase the danger of fire or of the public safety.
- e. unreasonably diminish or impair established property values within the surrounding areas.
- f. in any other respect impair the public health, comfort, safety, morals, or welfare of the inhabitants of the city.
- g. be granted just for the convenience of the applicant, but will alleviate a demonstrable hardship.

Information required to accompany completed application:

Legal description of property: _____

Sketch Plan showing:

1. Lot with dimensions
2. North point
3. Existing and proposed structures with distances from property lines;
4. Abutting streets and alleys
5. Land uses on and property owners of abutting lots
6. Parking spaces and trees – existing and proposed.

(Submission of a Sketch Plan print no larger than 11” x 17” is preferred.)

NOTE: Conditions. In permitting a variance, the Board may impose appropriate conditions and safeguards, including but not limited to buffering, hours of operation, site improvements and landscaping, which the Board deems appropriate under the circumstances upon a finding that the conditions are necessary to fulfill the purpose and intent of the Zoning Chapter.

Date: _____

Signature of Applicant

Date: _____

Signature of Property Owner
(if different)