

**APPLICATION FOR VARIANCE**

Variance Case No. \_\_\_\_\_  
 Date Filed \_\_\_\_\_  
 Date of Action \_\_\_\_\_  
 Action \_\_\_\_\_

I. Name of Applicant \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_  
 Name of Authorized Agent \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_  
 Relationship of applicant to property is that of \_\_\_\_\_  
 (owner, tenant, lessee, other)

II. The variance requested is from Section \_\_\_ which requires that:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 for the property located at \_\_\_\_\_  
 and legally described as \_\_\_\_\_  
 \_\_\_\_\_  
 and currently zoned as: \_\_\_\_\_  
 (Attach additional sheets if necessary.)

III. Provide a statement explaining the variance request:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

IV. Provide a brief statement setting out how this application will meet each of the five conditions as described in the Zoning regulations and Procedural Manual.

A. Uniqueness: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

B. Adjacent property: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

C. Hardship: \_\_\_\_\_  
 \_\_\_\_\_

D. Public interest: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

E. Spirit and intent of the zoning regulations: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

V. The applicant/agent hereby declares that all information submitted is true to the best of his/her knowledge and that all information required for this request has been included.

APPLICANT

AUTHORIZED AGENT:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

**OFFICE USE ONLY:**

This application was received at the Planning and Zoning office at \_\_\_\_ (A.M.) (P.M.) on \_\_\_\_  
\_ (day, month, year). It has been checked and found to be complete and accompanied by required documents and the appropriate fees.

\$ \_\_\_\_\_ Filing fee

\$ \_\_\_\_\_ Mailings

\$ \_\_\_\_\_ Total

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title