BOARD OF ADJUSTMENT
Application for a Variance

Date Submitted _____

Address of Site _____

Applicant Name _____

Phone Number _____

Address _____

Application must be accompanied with a plat map (County Recorders Office) which shows property location and a plot plan showing the nature of the requested variance. (Show existing and proposed buildings, structures, driveways, etc. and all items relating to the request.)

☐ Plat Map Attached

☐ Plot Plan Attached

☐ Google Map Attached

Power Superintendent Approval _____

Water Work Superintendent Approval _____

Application must be accompanied with a fee of $100, (fee is nonrefundable).

☐ Fee Received   Date_____

Application must attach the names and addresses and contact information of any property owners whose properties abut the property for which the variance is requested.

☐ Names and Addressed Attached

The following are questions that the Board of Adjustment must ask as part of the process of granting a variance. Please respond briefly in writing and be prepared to discuss in greater length as part of the hearing.

How is the property for which the variance is sought currently zoned? _____

What variance is being sought? _____
_____
_____

From what specific ordinance are you seeking relief? _____
_____
_____

What difficulties or hardships will be imposed upon you if the variance is not granted? _____
_____
_____
_____

What special circumstance attaches to or involves this property which does not apply to other properties with the same zoning? Are there any unusual landmarks, such as natural drainages, hills or other special conditions to the Property? _____
_____
_____

What rights or privileges are possessed by other property owners within the same zoning that will be denied to this property because of the special circumstances? _____
_____
_____

What, negative or adverse impacts might result from approval of this variance and what can be done to mitigate such problems? _____
_____

Is this variance essential to use of your property? Please explain. _____
_____
_____

What circumstances caused the need for a variance? _____
_____
_____

Signature: _____   Date: _____

I authorize _____ to act as my agent in all matters relating to this application.