

ADMINISTRATIVE VARIANCE (AV) PETITION

DATE: _____ PETITION NO. _____

Pursuant to **Sections 250863 and 250864** of the Land Development Code, I hereby request a variance of the Zoning Code as described below:

PETITIONER: _____

ADDRESS: _____

PHONE NO. _____

OWNER OF SUBJECT PROPERTY: _____

ADDRESS: _____

PHONE NO. _____

PETITIONER'S RELATION TO SUBJECT PROPERTY: _____

ADDRESS/LEGAL DESCRIPTION:

LOT: _____ BLOCK: _____ SUBDIVISION: _____ ZONING DISTRICT _____

SECTION (S) OF THE CODE TO BE APPEALED FOR VARIANCE REQUEST:

ATTACH A JUSTIFICATION STATEMENT ADDRESSING ALL FOUR CRITERIA FOR THIS VARIANCE REQUEST AS FOLLOWS:

1. UNIQUE/SPECIAL CIRCUMSTANCES
2. HARDSHIP
3. REASONABLE USE
4. MINIMUM VARIANCE

PETITION FEE: **\$114.00**

RECORDING FEE: **\$50.00** (separate check please)

NO. OF COPIES: **1**

REQUIREMENTS FOR VARIANCES

Administrative Variances shall be limited to ten (10) percent of the affected setback or substantially similar dimensional requirement, up to a maximum of one (1) foot. No administrative variance shall be granted unless the applicant clearly shows the existence of one of the following circumstances:

1. Superior alternatives – where the development will provide an alternative that will achieve the purposes of the requirement through clearly superior design.
2. Technical impracticality – where the strict application of the requirement would be technically impractical in terms of design or construction practices or existing site conditions. The degree of existing non-conforming conditions and the extent to which the proposed modification would lessen the nonconforming condition shall be specifically considered.
3. Adjacent development conditions – where the proposed modification provides a superior alternative due to specific conditions on adjacent developments.
4. Protection of natural features, including trees, wetlands, archeological sites and similar circumstances.
5. Other technical, architectural or engineering reasons.

THIS IS TO CERTIFY THAT I AM THE OWNER OF THE SUBJECT PROPERTY DESCRIBED IN THIS VARIANCE PETITION. I HAVE READ THIS PETITION AND THE STATEMENTS CONTAINED HEREIN ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SIGNATURE OF PETITIONER: _____ DATE: _____

AS OWNER, I AUTHORIZE _____
TO ACT AS MY AGENT IN THIS MATTER.

PRINT NAME, ADDRESS AND PHONE NUMBER OF REPRESENTATIVE, IF APPLICABLE.

NAME: _____

ADDRESS: _____

PHONE NO. _____

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

NOTARY PUBLIC

SIGNATURE OF PETITIONER

My Commission Expires: _____

ADDRESS (Street, City)

Personally known

PHONE

Produced Identification

Type of ID: _____

Did take an oath

Did NOT take an oath

TO BE COMPLETED BY THE COMMUNITY DEVELOPMENT DIVISION

ACCEPTED BY: _____ DATE: _____ Petition #: _____