



**ZONING ORDINANCE VARIATION APPLICATION - FORM A**

*(For office use only)*

\_\_\_\_\_  
Name of Development/Project

\_\_\_\_\_  
Project Number

Because of special characteristics of particular properties in the City, the literal application of the provisions of the Zoning Ordinance may, in certain circumstances, create hardships or practical difficulties not intended by the zoning regulations. The Zoning Board of Appeals may accordingly recommend, and the City Council may grant, variances from the literal application of the provisions of this Ordinance based on findings of fact as provided below:

A. List specific provisions of the Zoning Ordinance (Chapter and Subsection) from which a Variation is being sought and the precise Variation(s) there from being sought (*Attach separate sheet if additional space is required.*):

1. Zoning Ordinance Chapter and Section: \_\_\_\_\_  
Description of requested Variation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Zoning Ordinance Chapter and Section: \_\_\_\_\_  
Description of requested Variation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Zoning Ordinance Chapter and Section: \_\_\_\_\_  
Description of requested Variation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- B. In recommending or granting approval or conditional approval of a variance, the Zoning Board of Appeals and the City Council shall prepare written findings of fact that all of the conditions below apply to the application. **Please review and provide a written response indicating how each of the six following criteria support the approval of the requested variation(s).**

*(Attach separate sheet if additional space is required.):*

1. Special Circumstances

Special Circumstances exist relating to the physical character of the property that are peculiar to the property and that do not apply generally to other properties in the same zoning district. And these circumstances are not of so general or recurrent a nature as to make it practical to provide, in the form of an amendment to this Ordinance, a general rule to cover them.

Applicant Response:

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2. Hardship or Practical Difficulties

Because of these special circumstances, the literal application of the provisions of this Ordinance would, without a variance, result in unnecessary and undue hardship or practical difficulties for the applicant as distinguished from mere inconvenience.

Applicant Response:

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3. Not Resulting from Applicant Action

The special circumstances, practical difficulties, or hardship that are the basis for the variance have not resulted from any act, undertaken subsequent to the adoption of this Ordinance or any applicable amendment thereto, of any party with a present interest in the property.

Applicant Response:

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4. Reasonable Use and Return

Without the requested variance, the property cannot yield a reasonable return, or cannot be reasonably used consistent with the intent of the zoning district and the use of other properties therein, but the purpose of the variance is not otherwise to increase the return from the property or to confer special privileges not ordinarily enjoyed by other properties in the same district.

Applicant Response:

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5. Not Alter Local Character

The variance will not alter the essential character of the locality or substantially impair public safety or welfare or property values in the area.

Applicant Response:

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6. Minimum Variance Needed

The variance approved is the minimum required to allow reasonable use and enjoyment of the property.

Applicant Response:

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I HEREBY CERTIFY THAT THE ABOVE STATEMENTS AND ALL ACCOMPANYING STATEMENTS AND APPLICATION INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Date