

Zoning Variance No. _____

PROWERS COUNTY Request for VARIANCE APPLICATION

Please Attach Questionnaire to this Application

PLEASE READ NOTE AND SIGN BELOW:

THE SUBMITTED APPLICATION PACKAGE REQUIRES SPECIFIC REPORTS/INFORMATION WHICH MAY NOT BE ADEQUATE AS DETERMINED THROUGH THE REVIEW PROCESS. ADDITIONAL INFORMATION MAY BE REQUIRED. ALSO, THE ACCEPTANCE OF THE APPLICATION PACKAGE DOES NOT MEAN THE SPECIFIC INFORMATION HAS BEEN APPROVED AND IN FINAL FORM. REVISIONS TO THE INFORMATION AND/OR REPORTS MAY BE REQUIRED. REQUESTS FOR WAIVERS OF ANY OF THESE REQUIREMENTS MUST BE ACCOMPANIED BY A LETTER OF JUSTIFICATION. THE PROWERS COUNTY BOARD OF ADJUSTMENT WILL HEAR THE WAIVER REQUEST CONCURRENTLY WITH THE APPLICATION. DENIAL OF THE WAIVER REQUEST SHALL RENDER THIS APPLICATION INCOMPLETE AND RESULT IN THE REQUIREMENT FOR A NEW SUBMITTAL ACCEPTANCE DATE AND REVIEW PERIOD. YOUR SIGNATURE BELOW INDICATES ACCEPTANCE OF THESE CONDITIONS.

Date: _____
Applicant's / Representative's Signature

Tax parcel number of property (County Assessor's Records) _____

1. Please list the name, address, and telephone number of the following (some may not be applicable);

- Applicant(s) _____
Address: _____
Telephone Number: _____ Email: _____

- Property Owner (s): _____
Address: _____
Telephone Number: _____ Email: _____

- Applicant's Representative: _____
Address: _____
Telephone Number: _____ Email: _____

- Address of Property: _____

2. Existing Zone District: _____ Existing Land Use: _____

3. Legal description of the property (if lengthy, please attach): _____

4. Please list any previous applications (e.g., map amendments, zoning variances, special use permits, and subdivision variances) in connection with this property: _____

5. Request is hereby made for a Zoning Variance to allow: _____

PLEASE COMPLETE AND RETURN WITH YOUR APPLICATION

1. What exceptional practical difficulties, exceptional and undue hardship, or other extraordinary and exceptional situation or condition of your land prevents compliance with the Zoning Resolution?

2. A variance may not be granted if is due to self-imposed hardship that can be rectified by means other than relief through a variance. Please describe other design/development alternatives considered and describe why they are not feasible.

3. Describe why you believe that your variance request is in harmony with the intent and purpose of the Zoning Resolution.

ZONING VARIANCE APPLICATION CHECKLIST

THE FOLLOWING ITEMS MUST BE SUBMITTED ALONG WITH THE APPLICATION:

Please include this checklist with your application

- _____ 1. Proof of ownership by deed (1 copy)
- _____ 2. Proof of water availability *if applicable* (1 copy)
 - _____ Letter from Water District
 - _____ Copy of well permit
- _____ 3. Method of wastewater treatment *if applicable* (1 copy)
 - _____ Letter from Sanitation District
 - _____ Septic Permit or report of preliminary investigation
- _____ 4. Plot plan *if applicable* (drawn to scale) of the subject property that contains:
 - _____ Parcel dimensions
 - _____ Parcel acreage
 - _____ Existing or proposed structures with dimensions from the structures to the property lines
 - _____ North Arrow
 - _____ Street Names
 - _____ Scale
 - _____ Name of access road to site (s)
 - _____ Easement(s) (Please submit 3 copies of document)
 - _____ Public/Private Road
 - _____ Indicate major drainage ways affecting the site and designation of any one-hundred (100) year flood plain on, or adjacent to the site and any existing flood control or water retaining structure.
- _____ 6. Vicinity Map (does not have to be to scale)
- _____ 7. List of all property owners, including addresses, whose property abuts or is within three hundred feet (300 ft.) of the exterior boundaries of the subject property.
- _____ 8. A nonrefundable application fee of \$100.00/Site Review \$150.00/\$100.00 Public Hearing For a total fee of \$350.00
- _____ 9. Any Drawings/Maps larger than 8 1/2 x 14 MUST BE FOLDED NO LARGER THAN 12 x 9

THE ABOVE CHECKLIST IS PROVIDED FOR THE CONVENIENCE OF THE APPLICANT AND SHOULD NOT BE USED TO DETERMINE COMPLETENESS OF AN APPLICATION. UPON STAFF REVIEW, ADDITIONAL INFORMATION MAY BE REQUIRED.

ZONING VARIANCE **SUPPLEMENTAL INFORMATION**

Upon receipt of a completed application, the Land Use Administrator will request a preliminary hearing before the Board of County Commissioners, acting as the Board of Adjustment. At this time the applicant will present their case before the Board so that they may determine worthiness of the application and set a public hearing.

At such time as the Board of County Commissioners schedules the request for a Zoning Variance for public hearing, the public hearing will be sent to property owners whose property abuts or is within three hundred feet (300 ft.) of the exterior boundaries of the subject property, along with publication in the newspaper.

After hearing the request at public hearing, the Board of County Commissioners will make a determination to approve, approve with conditions or deny the request.

The Board of Adjustment considers the following factors in reaching its decision:

- (1) Will the granting of the Zoning Variance substantially modify the Land Use Plan or the intent, purpose and spirit of this resolution?
- (2) Does the Zoning Variance proposal incorporate reasonable means to create an environment harmonious with that of the surrounding properties?
- (3) Will the Zoning Variance adversely affect the public health, safety, or welfare?