

# PLANNING COMMISSION

## ZONING VARIANCE APPLICATION

SUBMITTAL REQUIREMENTS: Application (2 copies of pp. 1-2, 23 copies of pp. 3-5), Fee (\$200 cash/check per variance)

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**SUBJECT PROPERTY INFORMATION:** *(Please Print Clearly)*

**PLAN #:** VAR - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**PARCEL ADDRESS:** \_\_\_\_\_

Tax Map Number(s): \_\_\_\_\_

**APPLICANT NAME:** \_\_\_\_\_

Company: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Business Email: \_\_\_\_\_

**PROPERTY OWNER INFORMATION:** *(if different than applicant):*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

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### DECLARATION OF OWNERSHIP

The application shall be executed by all property owners, including holders of Deeds to Secure Debt, as recorded in the official records of the Superior Court of Athens-Clarke County, or their authorized agents.

I swear that I am the owner of the subject property located at (property address):

\_\_\_\_\_

Owners Name (print): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**AGENT'S AUTHORIZATION BY PROPERTY OWNER**

I authorize the person named below to act as applicant or agent in the pursuit of a variance for this property.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Agent (print): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**VARIANCES REQUESTED:**

Please list the specific variance(s), providing exact dimensions required and the dimensions you are requesting.  
Example: Side yard building setback variance from 6' to 4'.

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**VARIANCE(S) MAY BE GRANTED IN AN INDIVIDUAL CASE IF IT CAN BE SHOWN THAT A LITERAL ENFORCEMENT OF AN ORDINANCE WILL RESULT IN AN UNNECESSARY HARDSHIP TO THE APPLICANT.**

**In order to determine that an unnecessary hardship might occur, the following questions must be completely answered.**

1. Describe the extraordinary and exceptional conditions pertaining to this particular piece of property in question because of its size, shape, character, or topography that do not apply generally to other land in the vicinity:

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2. Explain how the strict application of the provisions of this title to this particular piece of property would create an undue and unnecessary hardship so that the grant of the variance is necessary for the preservation and enjoyment of a property right and not merely to serve as a convenience to the applicant:

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3. Describe how the special conditions and circumstances do not result from the actions of the applicant:

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4. Explain how the benefits of granting the variance will be greater than any negative impacts on the development of the adjacent uses; and will further the purpose and intent of this ordinance and the Comprehensive Plan of Athens-Clarke County.

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5. Explain how the variance, if granted, will represent the minimum variance that will afford relief from the identified hardship and will represent the least deviation possible from the zoning regulation and from the comprehensive plan.

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