

ZBA Variance Application Check List:

The following must be submitted prior to the application deadline. Otherwise, the application will be deemed incomplete and may result in unnecessary delays to your application: (Please ✓ when complete)

A. **Variations:** Detail in writing responses to all the following:

- ___ 1. The special conditions, circumstances or characteristics of the land, building or structure that prevent compliance with this ordinance.
- ___ 2. The particular hardship which would result if the specified provisions or requirement were to be applied to the subject property.
- ___ 3. The extent to which it would be necessary to vary the requirements of this ordinance in order to permit the proposed construction on, or use of, the property.
- ___ 4. An explanation of how the requested variance conforms to each of the standards set out in subsection 15-6-157(f):
 - (1) The variance will not authorize the operation of a use other than those uses specifically enumerated for the district in which is located the property for which the variance is sought.
 - (2) The development or use of the property for which the variance is sought, if limited by a literal enforcement of the provisions of this article, cannot yield a reasonable return in service, use or income as compared to adjacent conforming property in the same district.
 - (3) The variance will not substantially or permanently injure the appropriate use of adjacent conforming property in the same district.
 - (4) The variance will not alter the essential character of the district in which is located the property for which the variance is sought.
 - (5) The variance will not weaken the general purposes of this article or the regulations herein established for the specific district.
 - (6) The variance will be in harmony with the spirit and purposes of this article.
 - (7) The variance will not adversely affect the public health, safety, or welfare.
 - (8) The variance will not substantially affect the comprehensive plan or zoning in the city and that adherence to the strict letter of the article will cause difficulties and hardships, the imposition of which upon the petitioner is unnecessary in or to carry out the general purpose of the plan.
 - (9) Special circumstances attached to the property covered by the application which do not generally apply to the other property in the same district.
 - (10) Because of the special circumstances, property covered by application is deprived of privileges possessed by other properties in the same district; and that the granting of the variance is essential to the enjoyment of a substantial property right possessed by other property in the same district.
- ___ 5. A site plan describing the property boundaries, the existing and proposed structures and setbacks.
- ___ 7. Any other information as directed by the board, Director of Development Services or the chief building official to be deemed necessary for the board to make an appropriate decision.