VARIANCE APPLICATION
(For Variances from the Land Development Regulations)

Whenever, in the opinion of the Planning Commission, the tract to be subdivided is of such size or shape, or is surrounded by such development or unusual circumstances that the strict enforcement of the regulations would result in extreme practical difficulties or unnecessary hardships, the Planning Commission may vary or modify the regulations in such a way that the sub-divider is allowed to develop his/her property in a reasonable manner but, at the same time, the public welfare and interests of the town are protected and the general intent and spirit of the regulations preserved.

SUBMITTAL

1) A completed application form with the owner’s signature.
2) A drawing (site plan/plot plan/plat) to scale must be submitted showing the property boundaries and dimensions, north arrow, scale, property address, owner’s name, any other pertinent information, with the variance area highlighted.
3) A written narrative describing and supporting the variance request with information per Section 1.6 of the Land Development Regulations. See attached supplemental information sheet for details.
4) Pay Fee = $100.00 for Residential, $200.00 for Commercial
5) Deadline is 30 days prior to next meeting for adequate time to advertise request.

The Applicant Hereby Requests a variance from the Land Development Regulations Section(s):

Briefly describe variance request (use additional sheets if needed):

Subdivision Name: __________________________________________________________
Property Address: __________________________________________________________
Zoning District: __________________________________ Tax Map Number: ______________

Applicant(s) Name (if other than owner): ______________________________________
Address: _________________________________________________________________
Phone number: ___________________ Email: _________________________________
Applicant(s) Signature: ____________________________________________________

Owner(s) Name: ___________________________________________________________
Address: _________________________________________________________________
Phone number: ___________________ Email: _________________________________
Owner(s) Signature: ______________________________________________________

*******OFFICE USE ONLY*******
Date received: ______________ Fee Paid: ______________ Receipt number: ______________
Date Advertised: ______________ Hearing Date: ______________ Date Sign Posted: ______________
TOWN STAFF RECOMMENDATION: APPROVED: ______________ DENIED: ______________
PLANNING COMMISSION DECISION: APPROVED: ______________ DENIED: ______________
Comments: __________________________________________________________________

Planning Department
SUPPLEMENTAL INFORMATION SHEET FOR VARIANCES
(Per Section 1.6 of the Land Development Regulation)

In order to justify approval of any variance, the Planning Commission considers five criteria. Please answer all of the following four items. (Use additional sheets, if needed.) All questions must be answered.

1. The variance will not be detrimental to the public health, safety, and general welfare of the community. DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY:

2. The variance will not adversely affect the reasonable development of adjacent property. DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY:

3. The variance is justified because of topographic or other special conditions unique to the property involved, in contrast to mere inconvenience or financial disadvantage. DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY:

4. The variance is consistent with the objectives of this ordinance and will not have the effect of nullifying the intent or purpose of this ordinance or the Comprehensive Plan. DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY:

5. Such variance will not conflict with the applicable requirements of the Land Development Regulations. DESCRIBE HOW THIS APPLIES TO YOUR PROPERTY: