

City of Swan Valley

Variance Application

It is the desire of staff to process your request for a Variance in a timely manner. Please complete the application in full and provide the requested attachments to prevent any delay. You are encouraged to discuss your application with Planning Staff prior to submittal. Upon completion of a review by staff.		
APPLICANT INFORMATION:		
Representing Company:		
Company Name:	Phone:	
Address:	Fax:	
City:	State:	Zip:
OWNER INFORMATION (IF OTHER THAN APPLICANT)		
Name:	Phone:	
Address:		
City:	State:	Zip:
PROPERTY FOR CONSIDERATION		
Site Address:		
Current Zone:		
Legal Description (i.e. Addition, Division No., Lot, Block):		
Building Size:		
Square Feet of building:		
Front Footage of parcel:		
NATURE OF REQUEST:		
SIGNATURE OF APPLICANT(S):		
		Date:
		Date:
SKETCH PLAN:		
Please attach a sketch of your proposal/plot plan in the requested format and with the following information:		
<ol style="list-style-type: none"> 1. Minimum size of 8 ½ "x 11" drawn to scale. 2. Show north arrow and scale at which the plan is drawn (not to be less than 1"=30') 3. Perimeter and dimensions of the entire property including acreage/square footage. 4. Names and location of all bordering streets. 5. Identify the location of all easements and/or right-of-ways. 6. The use, location and dimension of all present and proposed structures and/or additions, including the distance from all structures to the property lines. 7. Square footage of all buildings or structures on the property involved. 		
ATTACH:		
<ul style="list-style-type: none"> • A LIST FROM THE COUNTY COURTHOUSE OF PROPERTY OWNERS WITHIN 300 FEET OF THE PROPERTY • A WRITTEN LEGAL DESCRIPTION 		

Variance Application Fee is \$550.00 – Submit with application

Office Use Only

Fee: \$	Date:	Received by:
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The following conditions (Section 3. Administrative Procedures T. Variances.) must be fulfilled before a variance can be granted by the City Council. Showing that a variance is profitable or desirable for the owner and no harm will be done to others is not sufficient. Please explain how granting your request conforms to each of the requirements below.

Variances are intended to provide relief for landowners who, due to some unique physical characteristic of their property that is beyond their control, would have no beneficial use of the property if the ordinance is strictly enforced. In addition to the general procedural requirements established in this section, applications for variances shall follow the procedure described here.

1. *The commission shall approve a variance only upon finding that:*

a. *Undo hardship resulting from physical limitations (i.e. physical size, shape, topography, location and / or surroundings) on development unique to the property upon which the variance is requested and such hardship is not generally applicable to other properties in the same zone.*

b. *The hardship is not economic in nature and was not created by any action of the lot's owner or occupant.*

c. *Granting the variance is not in conflict with the public interest nor creates a nuisance or potential harm to the neighborhood in which the lot is located.*

1) Conditions may be attached to the approval of the variance,

2) The commission's decision may be appealed to the City Council using the appeal procedure established in this code. Any person wishing to appeal a decision shall file a notice of appeal

