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Application # _____

Application for Variance

Contact Community Development (478) 988-2720

Applicant/Owner Information

*Indicates Required Field

	Applicant	Property Owner
*Name		
*Title		
*Address		
*Phone		
*Email		

Property Information

*Street Address		
*Tax Map #(s)		*Zoning Designation

Request

*Please describe the proposed variance:

Instructions

1. The application and \$91.00 fee (made payable to the City of Perry) must be received by the Community Development Office no later than 4:30 pm on the date reflected on the attached schedule.
2. The applicant/owner must respond to the 'standards' on page 2 of this application (you must answer 'why' you believe the application meets the tests for granting the variance). See Sections 2-2 and 2-3.7 of the Land Management Ordinance for more information. You may include additional pages when addressing the standards.
3. Submit drawings, photographs or other documentation which helps describe your request.
4. The staff will review the application to verify that all required information has been submitted. The staff will contact the applicant with a list of any deficiencies which must be corrected prior to placing the application on the planning commission agenda.
5. Variance applications require a public hearing before the planning commission. The property must be posted at least 15 days prior to the scheduled hearing dates.
6. Please verify all required information is reflected on the plan(s). Submit one (1) paper copy and one (1) electronic version of the plan(s).
7. An application for variance affecting the same parcel shall not be submitted more often than once every six months.
8. The applicant must be present at the hearings to present the application and answer questions that may arise.

9. Campaign Notice required by O.C.G.A. Section 36-67A-3: Within the past two years, have you, the applicant, made either campaign contributions and/or gifts totaling \$250.00 or more to a local government official? Yes____ No____

If yes, please complete and submit the attached Disclosure Form.

10. The applicant and property owner affirm that all information submitted with this application, including any/all supplemental information, is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.

11. Signatures:

*Applicant	*Date
*Property Owner/Authorized Agent	*Date

A variance shall not be granted:

- To reduce a setback of a commercial/industrial property abutting a residentially-zoned property;
- To allow a use not permitted or prohibited in a zoning district; or
- To allow a density of development beyond the maximum allowed in a zoning district.

Standards for Granting a Variance

1. Describe the extraordinary or peculiar conditions (i.e. exceptional narrowness, shallowness, shape, or topographic conditions) that are specific to the subject property.
2. Describe how the conditions described above are not the result of the applicant’s intentional disregard or willful failure to comply with the provisions of the ordinance.
3. With respect to the extraordinary or peculiar conditions describe above, describe how the strict application of the ordinance will result in undue hardship to the property owner.
4. Describe how the proposed variance is the minimum modification of the ordinance necessary to provide reasonable use of the subject property.
5. Describe how granting the variance is consistent with the purpose and intent of the Perry Land Management Ordinance and the Comprehensive Plan.
6. Describe how granting the variance will not be detrimental to the use and enjoyment of neighboring properties.

With regard to a variance requested to remedy a violation, the following standards must be met:

1. Describe why the violation cannot be reasonably remedied by any other means.
2. Describe how the act causing the violation was not deliberate, intentional, or the result of gross negligence.
3. Describe how granting the variance is consistent with the purpose and intent of the Ordinance and the Comprehensive Plan.
4. Describe how granting the variance will not be detrimental to the use and enjoyment of neighboring properties.
5. Indicate if a variance has been previously granted on the subject property, and if so, describe the variance that was granted.

Revised 7/17/20

For Office Use (receipt code 204.0)

Date received	Fee paid	Date deemed complete	Public Notice Sign	
Date routed to PC	Report to applicant	Date of Public Hearing	Date of PC action	Notice of action