

SUBMITTAL DATE: _____

PVA MAP NUMBER: _____

PAYMENT DATE: _____

AMOUNT: _____

PAYMENT TYPE: _____

* See Fee Schedule

VARIANCE APPLICATION

The following items are to be submitted, along with this application, **three (3) weeks prior to the scheduled meeting:**

- One (1) copy of the Subdivision Plat illustrating the proposal.
- One (1) copy of the deed(s) and legal description(s) of the property.
- One (1) copy of the Amended Subdivision Plat or Mortgage Survey illustrating the request
- A Sketch Plan of the site illustrating the property lines, all structures on the property (dwellings, barns, shops, etc.) and the location of the requested variance from the property lines.
- The Application Fee, payable to the Hardin County Planning and Development Commission (not refundable).
- The Recording Fee for the Certificate of Land Use Restriction or Subdivision Plat (refundable if the proposal is not approved).

Identification	Name	Address	City/State/Zip	Phone* * Texting Y / N
Owner				
Owner				
Contact				
Fax Number		Email Address:		

Land Use Group	Planning Area #
Zoning	
Subdivision Name	Address Number and Street Name
Development or Site Plan Name	
_____ Acreage Under Review _____ Parent Tract / Balance of Property	PUBLIC NOTICE: Do you request the Commission to assist in obtaining the addresses for the Public Notice? ___ Yes ___ No
Explanation of Request _____	

CERTIFICATION

I (We) do hereby certify that the information provided herein is both complete and accurate to the best of my (our) knowledge, and I (we) understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application.

_____	_____	_____	_____
Owner	Date	Contact	Date

Findings Necessary for Granting Request: Before any variance is granted, the board must find that the granting of the variance will not adversely affect the public health, safety or welfare, will not alter the essential character of the general vicinity, will not cause a hazard or a nuisance to the public, and will not allow an unreasonable circumvention of the requirements of the zoning regulations. In making these findings, the board shall consider whether:

1. The requested variance arises from special circumstances which do not generally apply to land in the general vicinity, or in the same zone;
2. The strict application of the provisions of the regulation would deprive the applicant of the reasonable use of the land or would create an unnecessary hardship on the applicant; and
3. The circumstances are the result of actions of the applicant taken subsequent to the adoption of the zoning regulation from which relief is sought.

The board shall deny any request for a variance arising from circumstances that are the result of willful violations of the zoning regulation by the applicant subsequent to the adoption of the zoning regulation from which relief is sought. A variance of any requirement does not exempt the applicant from any other requirements of the Subdivision Regulations or any local Zoning Ordinance.

The Board of Adjustment may approve, modify or deny any application for a Variance. Listed below are a few of the guidelines the Board of Adjustment follows:

1. That it will not adversely affect the health, safety, and welfare of the community.
2. That it will not alter the essential character of the existing neighborhood.
3. That the use will not contribute toward an overburdening of municipal services.
4. That it will not cause traffic, parking, population density or environmental problems.
5. That the use must be in harmony with the intent and purpose of the Zoning Ordinance and Comprehensive Plan.
6. That it is a matter of public need or convenience.