

**CITY OF BURKBURNETT
VARIANCE APPLICATION**

OFFICE USE:

CASE NO. _____

FEE PAID _____

SIGNS ISSUED _____

PROPERTY ADDRESS: _____

LEGAL DESCRIPTION: _____
LOT (S) BLOCK SECTION SUBDIVISION

ZONING DISTRICT: _____ PRESENT USE: _____

SPECIFIC REQUEST: _____

COMPLETE ITEMS 1-4 BELOW:

1. State special circumstances peculiar to the land, structure, or building which necessitates such request. _____

2. Demonstrate that the special conditions and circumstances are not a result of the actions of the applicant. _____

3. State how literal interpretation of the provisions of this ordinance deprives the applicant of the rights enjoyed by others in the district. _____

4. State how granting the variance would not confer upon the applicant any special privilege which is denied by the ordinance to land, structure, or buildings in the district.

I hereby certify that all information contained herein is true and correct, and that all submission requirements have been met.

APPLICANTS SIGNATURE

DATE

APPLICANTS NAME: _____

ADDRESS: _____

ZIP: _____

PHONE: _____

OFFICE USE

This application for a Variance is hereby:

Approved [☐] Disapproved [☐] Conditionally Approved [☐]

based on the Board of Adjustment's action on _____.
DATE*

- * The Applicant shall obtain a building permit within 180 days from the date of approval.

DIRECTOR OF ADMINISTRATION

DATE

INSTRUCTIONS FOR VARIANCE

SUBMISSION REQUIREMENTS: Submit site plan drawn to scale.

PROCEDURE FEE: Variance = \$120.00

1. Submit completed application at least 21 days prior to the Board of Adjustment meeting date along with the prescribed fee. The Board of Adjustment meets the _____ in the Council Chambers, City Hall, 501 Sheppard Road, Burkburnett, Texas, 76354.
2. A staff report on this application will be mailed to the applicant at least 10 days prior to the Board of Adjustment meeting date.

IF YOU HAVE FURTHER QUESTIONS, PLEASE CALL THE PLANNING DIVISION AT (940) 569-2263.