

**Application for ADMINISTRATIVE VARIANCE under the regulations of the
Woodford County Zoning Ordinance**

DATE _____ CASE # _____

Applicant

Owner (IF DIFFERENT THAN APPLICANT)

A. Name_____

B. Name_____

Address_____

Address_____

City_____ State_____

City_____ State_____

Zip_____ Phone_____

Zip_____ Phone_____

e-mail_____

e-mail_____

Printed name_____

Printed name_____

Signature_____

Signature_____

C. Legal description of property must be attached.

D. Zoning District in which property is located_____

E. Administrative Variance in_____ **requirements is requested to allow**

Specific distance (must be equal to or less than 10% of bulk requirements):

F. Section of the Ordinance allowing Variance_____

**G. Attach documentation verifying that the proposed variance meets all criteria
described for granting a variance in the Zoning Ordinance.**

H. Additional information may be requested on a case by case basis.

I. Attach a site plan containing a minimum of the following:

1. Scaled drawing.
2. All property lines, setbacks and structures existing and proposed.
3. Utility and drainage easements, sewer, septic and water systems, existing and proposed.
4. Drainage, existing and proposed.
5. Additional information may be required on a case by case basis.
6. The particular physical surroundings, shape or topographical conditions of the specific property involved would result in a unique hardship upon the owner, as distinguished from a mere inconvenience, if the strict reading of the Woodford County Zoning Ordinance were to be carried out.

(OVER)

Township _____

Site Address _____

Permanent Parcel No. _____ Acreage _____

Present Use _____

Has a previous Variance been requested for this property? _____

***** Attach a narrative, detailing how your application conforms to the following: *****

The Zoning Administrator shall make a finding in consideration of the granting of the Variance:

- A. Non-conforming uses in the same District and permitted uses in other Districts shall not be considered grounds for issuance of a variance.
- B. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands or structures in the same District.
- C. The ZBA will make a finding that the reasons set forth in the application justify the granting of the variance.
- D. The ZBA shall make a finding that the granting of the variance will be in harmony with the general purpose and intent of this ordinance and will not be injurious to the neighborhood, or otherwise be detrimental to the public welfare.
- E. The variance requested is the least amount of variance required to allow the proposed structure on the existing lot, without regard to aesthetics or personal inconvenience to the property owner.

I, (we) certify that this proposed Variance will conform to the standards for Variances in the Woodford County Zoning Ordinance, and that all of the above statements and the information contained in any attachments, documents or plans submitted herewith are true to the best of my (our) knowledge and belief.

Applicant Signature _____ Date _____

FOR OFFICIAL USE ONLY

FILING FEE \$ _____ RECEIPT # _____

PUBLICATION COST \$ 0 _____ RECEIPT # _____ N/A

CERTIFIED MAILING DATE _____ DECISION DATE _____