

CITY USE ONLY

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|---------------------|-----------------------------|
| FILE NUMBER _____ | FILE NAME _____ |
| DATE RECEIVED _____ | BY _____ FEE _____ |
| HEARING DATE _____ | NOTIFICATION DEADLINE _____ |

Applications must be received 15 days prior to the hearing date, which is the fourth Thursday of each month.

VARIANCE APPLICATION

APPLICANT'S NAME _____

ADDRESS _____ PHONE _____

APPLICANT'S REPRESENTATIVE _____

ADDRESS _____ PHONE _____

PROPERTY DESCRIPTION: LOT _____ BLOCK _____ TRACT _____

SUBDIVISION OR SURVEY NUMBER _____ LOT/PARCEL SIZE _____

SECTION _____ TOWNSHIP _____ RANGE _____

To help the Planning Commission gather facts about the proposal, please complete the following:

1. Describe the variance requested (measurement, location, type, etc.) _____

2. Why is the variance requested? _____

3. What exceptional physical circumstances or conditions make the variance necessary?

4. What difficulty or hardship would result if the variance is not granted? _____

5. What effects would the variance have on the surrounding properties? _____

Dated this _____ day of _____, 20__.

I hereby swear that the information contained within and submitted with this application are in all respects true and correct to the best of my knowledge and beliefs.

Signed _____ **Date** _____

The criteria on which approval or denial of a variance are based are listed in CHAPTER 18.06.003(C) of the Craig Municipal Code.

A decision of the Planning Commission may be appealed to the City Council within 30 days of the date of the mailing of the notice of the Commission's decision.