

**City of York Board of Zoning Appeals
Variance –Certificate of Approval
Application**

IMPORTANT-PLEASE READ

No application will be received for inclusion on the Board of Zoning Appeal's agenda unless the following conditions are met in accordance with deadline specified on adopted meeting schedule (copy of schedule is available upon request):

1. All applicable questions on this application have been fully answered;
2. The application has been signed by the owner or his agent with the written authorization of the owner;
3. A plot plan drawn to scale, showing the actual dimensions and shape of the lot, the exact size and locations of all buildings and signs (existing and proposed). The Planning Director has verified that the proposed use and construction plans comply with all provisions of the Zoning Ordinance except those for which a special exception has been requested.
4. \$300.00 dollar (*nonrefundable*) processing fee has been paid.

SECTION 1 – REQUIRED INFORMATION	Appeal number :
---	------------------------

THE APPLICANT HEREBY APPEALS FOR A VARIANCE *for the property described below*

DATE: _____

Address: _____ Zoning District: _____

Subdivision: _____ Lot dimensions: _____

Tax map #: _____ Area: _____

Applicant: _____

Address: _____

Telephone: _____ **Fax:** _____

I (we) certify that the information in this application is correct:

Signature: _____

Entries must be printed or typewritten. If the application is on behalf of the property owners(s) all owners must sign. If the applicant is not an owner, the owners (s) must sign the Designation of Agent.

DESIGNATION OF AGENT (complete only if applicant is not property owner):

I (we) hereby appoint the person named as applicant as my (our) agent to represent me (us) in this application. I(we) certify that the information in this application is correct:

Signature: _____

SECTION 2 APPLICANTS REQUEST

I (we) understand that this project requires a variance for the following provisions of the zoning ordinance:

The following documents are submitted in support of this application:

FOR USE OF BOARD OF ZONING APPEALS ONLY

Is subject property located in the Historical District _____

If yes, Historical Commission Recommendation(s) _____

FINDINGS OF BOARD OF APPEALS: *To hear and decide a variance request the Board shall considering the following factors where applicable:*

A. Are there extraordinary and exceptional conditions pertaining to the particular piece of property?

B. Do these conditions generally apply to other property in the vicinity?

C. Because of these conditions would the application of the ordinance to the particular piece of property effectively prohibit or unreasonably restrict the utilization of the property?

D. Will granting a variance cause substantial detriment to adjacent properties, the public good or harm the character of the district?

The requested Variance is **GRANTED** with the following conditions and safeguards:

The requested Variance is **DENIED** for the following reasons:

RECORD OF VOTE:

	Vote:		Vote:
1. _____	<input type="checkbox"/>	4. _____	<input type="checkbox"/>
2. _____	<input type="checkbox"/>	5. _____	<input type="checkbox"/>
3. _____	<input type="checkbox"/>	6. _____	<input type="checkbox"/>

Board of Zoning Appeals Chairperson: _____

Meeting Date: _____

