

Case Number: \_\_\_\_\_

Hearing Date: \_\_\_\_\_



# APPLICATION FOR VARIANCE

(Pre-Application Meeting Strongly Encouraged)

Variance means a modification of the requirements of the zoning ordinance as to lot size, lot coverage, width, depth, yards, setbacks, parking space, height of building or other ordinance provisions affecting the size of lots or the size, shape or placement of structures upon lots but not involving the actual use and shall not be of the applicant's making.

**By submitting this application to the City of Lewiston you are entering a quasi-judicial process. As such, you must not discuss the application with any member of the Lewiston Planning and Zoning Commission, or the Lewiston City Council, outside of the public hearing at which this matter will be heard.**

## APPLICANT INFORMATION

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## OWNERSHIP INFORMATION

Property Owner Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

## PROPERTY INFORMATION

Street Address of Subject Property: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

**OR** attach the most current deed if not part of a subdivision.

Property Zoning: \_\_\_\_\_

**NATURE OF YOUR REQUEST**

I request a variance from the following provision(s) of Chapter 37, Lewiston City Code (Describe the nature of the variance and cite the related code section number(s)):

\_\_\_\_\_  
Please provide WRITTEN responses to the following questions (**Note:** a variance shall not be considered a right of special privilege, but may be granted only upon the showing of undue hardship because of characteristics of the site, and that the variance is not in conflict with the public interest):

- a. What are the unique conditions that apply to your property that do not apply generally to other properties around you in the same zone or vicinity? **Be very specific in identifying these conditions** and, if possible, the reason for the conditions. These conditions shall be the result of lot size, shape, topography or other **circumstances over which you have no control.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- b. How/Why is the variance not necessary due to an action of the applicant?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- c. Why is the variance necessary for the preservation of a right possessed by owners of other property in the same zone or vicinity? **Be specific in identifying that property right.** What are the addresses of the other properties nearby that have the property right you are requesting?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

d. Why will the authorization of the variance not be materially detrimental or injurious to other property or property owners in the zone or vicinity or otherwise conflict with the public interest or with the objectives of any city development plans or policies?

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e. Is the variance requested the minimum variance which will alleviate the hardship? If so, then describe how. Be specific in discussing why the amount of the variance requested cannot be reduced.

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**PLAN INFORMATION**

Site plans and floor plans may be required. Floor plans shall accurately depict room sizes and uses, as well as doorways, windows, walls, hallways and stairways. Building elevation drawings may also be required, as determined by the City Planner.

**Site plans shall include the following:**

- Property lines, including dimensions;
- Street address or legal description;
- North arrow and scale;
- Setbacks measured between buildings and property lines;
- All building locations, size and uses, labeled as existing and/or proposed;
- Driveways and parking spaces;
- Landscaping;
- The location and size of all existing and proposed signs;
- Location of solid waste disposal and collection facilities;
- Other information, as directed by the Community Development Director, necessary to fully explain and describe the nature of the request.

The plans, as approved or modified by the Planning and Zoning Commission, shall be deemed a part of the applicant's variance and all construction and development shall comply with the plans, application and conditions of approval set by the Planning and Zoning Commission, as well as all applicable City

Codes. Nothing in a variance approval shall be interpreted as allowing the owner or applicant variation from current ordinances that were not specifically addressed at the time of variance approval.

**APPLICATION SUBMITTAL PROCESSING**

**Incomplete applications will not be processed.**

Application fee must be paid at the time of submittal.

Expect a five to seven working day application review period prior to commitment to schedule the required public hearing. Corrected or additional information may be required after application submittal based on application review.

**APPLICANT'S CERTIFICATION**

The applicant(s) hereby certifies that the information contained in this application is true and correct to the best of my/our knowledge.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

The Property Owner hereby authorizes this application:

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_