



City of El Lago Variance Request

All variance requests must be submitted in writing and considered by the appropriate Commission, Board or Council at a public meeting. Complete the following form in its entirety and submit it to the City Secretary. You will be notified of the date, time, and location when the variance is to be considered. Attendance Required. Attach additional statements, photos, diagrams and/or materials.

Select the type of Variance to be requested below:

☐

Ordinance

☐

Facility Rental

☐

Parking

☐

Other

Dates requested (if applicable) _____

Description of Variance Request (include Ordinance chapter/number if applicable): _____

Reasons Why the Variance Should be Granted: _____

Contact Name: _____

Address: _____

Phone: _____ Date of Request _____

Local Civic Organization Name (if applicable): _____

Date

Signature

Office Use Only

Date to be brought before Council/Board: _____ Date of Final Council/Board Action: _____

Council/Board Action Approved _____ **Variance Term** Beginning _____

Denied _____ Expiration _____

Special Conditions Required by Council _____

Deposit: \$ _____ Fee \$ _____ Per: _____ Meeting _____ Month _____ Year

Ordinance Variance Requests:

Depending on the ordinance cited, the variance request will be heard by the appropriate Commission, Board and/or Council and a decision will be rendered at a public meeting. The requestor will be notified of the date(s) and time(s) the request will be heard. Attendance at the meeting or meetings is required.

Facility Rental Variance Requests:

Resolution 2013-08, approved and passed by the El Lago City Council on June 19, 2013, allows for the following variance:

Upon the request from a Local Civic Organization, the City Council by an affirmative vote of four (4) Council members may grant a variance to reduce or dismiss the fees associated with the Local Civic Organizations use. The City Council shall consider the costs in labor and wear and shall in no case allow the Local Civic Organizations to become a burden on the citizens of El Lago and shall set conditions and guidelines for the variance accordingly.

The requestor will be notified of the date and time the request will be heard. Attendance at the meeting is required.

Parking Variance Requests:

For several years the City has maintained a parking ordinance that prohibits overnight on-street parking. While this creates an inconvenience to some of our residents, the safety and aesthetic value of the ordinance far outweighs the cost.

In an effort to recognize citizens with exceptional parking requirements, City Council has taken the responsibility to review and make judgments on an individual basis as to the merits of each variance request. Each request for variance will be evaluated by City Council on the following basis:

1. Whether the existing garage and driveway parking space is in fact being used for that purpose.
2. Whether the variance is an exceptional requirement.
3. Whether the variance is temporary in nature and that the citizen is planning responsible measures to comply with the ordinance in the future.

The requestor will be notified of the date and time the request will be heard. Attendance at the meeting is required.

Other Variance Requests:

Use this form to request a variance request not listed. The variance request will be heard by the appropriate Commission, Board and/or Council and a decision will be rendered at a public meeting. The requestor will be notified of the date(s) and time(s) the request will be heard. Attendance at the meeting or meetings is required.