



VARIANCE PERMIT APPLICATION

- A variance application fee of \$600.00 is required upon submittal.
- A separate variance application and fee is required for each variance request.
- Please describe in detail, the reason for requesting a variance on a separate sheet of paper. The letter should include as much supporting documentation as possible. This should include pictures or drawings if possible.
- Please provide the section numbers from the code of ordinances you are requesting the variance.
- After submittal, you will be contacted with a date and time your request will be submitted to City Council for approval or denial.
- It is requested that you show up for the meeting to present your case to City Council.

Permit #:		Date:	
BUILDING LOCATION/INFORMATION			
Business name:			
911 Assigned address:			
OWNER INFORMATION			
Name:		Phone:	Fax:
Address:		State:	Zip:
Email:			
TENANT INFORMATION			
Name:		Phone:	Fax:
Address:		State:	Zip:
VARIANCE INFORMATION			
Please check the appropriate box, requesting a variance to: ☐ Ch. 14- Building regulations,			
☐ Ch. 42 – Flood Damage Prevention, ☐ Ch. 62 - Signs, ☐ Ch. 70 – Subdivisions,			
☐ Other; Please explain			

City of Oak Ridge North

27424 Robinson Road • Oak Ridge North, Texas 77385

(281) 292-4648 ext.348 • Fax (281) 367-7729

Previous use of building:
Proposed use of building:

The undersigned ☐ Owner/ ☐ Agent/ ☐ Contractor/ ☐ Architect of this building, has read all of the information contained in this application, agrees to conform to all applicable laws of the City of Oak Ridge North, and certifies that the information provided herein is true and correct.

Signature of Applicant

Application Date

Phone # (if not listed above)

Printed Name

Contact E-Mail (if not listed above)

How do you prefer to receive correspondence? Please check one. Mail E-Mail Pick-up.

OFFICE USE ONLY

Zoning District:	
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Additional Notes:

Received by:	Application #:
Date of council meeting:	Date applicant contacted about meeting:
Notes:	

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