



Department of Community Development

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Variance Application

Notice to Applicants: A variance is a request for relief from specific dimensional standards of the Land Development Code (LDC) due to unique physical hardships. Use variances are strictly prohibited. This application will be reviewed by the Director and scheduled for a Public Hearing before the Planning and Zoning Commission.

PART 1: APPLICANT & PROPERTY INFORMATION

Applicant Name:

Applicant Address:

Phone: _____

Email: _____

Property Owner Name (if different):

(Note: If the applicant is not the property owner, a notarized owner authorization form must be attached.)

Property Address:

Parcel ID Number: _____

Zoning District: _____

PART 2: VARIANCE REQUEST DETAILS

(Per Sec. 9.02.02, variances are limited to specific dimensional standards. Please check the applicable category for your request)

- ☐ Maximum Building Height
- ☐ Minimum Lot Width
- ☐ Minimum Road Frontage
- ☐ Required Spacing for Driveways
- ☐ Minimum Yard Setbacks (Circle: Front / Side / Rear)
- ☐ Dimensional Standards for Parking or Loading Spaces

Describe the specific variance requested:

(Example: Requesting a reduction of the minimum rear yard setback from 20 feet to 15 feet to construct an addition.)

PART 3: JUSTIFICATION FOR VARIANCE

(Per Sec. 9.02.03, the Planning and Zoning Commission may only grant a variance if ALL of the following conditions are met. Please provide a detailed response for each item. Attach additional sheets if necessary.)

1. Extraordinary Conditions (Sec. 9.02.03 A & B):

Describe the extraordinary and exceptional conditions pertaining to this specific piece of property because of its size, shape, or topography, and explain how these conditions are peculiar to this property alone:

2. Unnecessary Hardship (Sec. 9.02.03 C):

Explain how the strict application of the LDC to this property creates an unnecessary hardship:

3. Deprivation of Rights & No Special Privilege (Sec. 9.02.03 E & F):

Explain how a literal interpretation of the LDC deprives you of rights commonly enjoyed by other properties in the same zoning district, and explain why granting this variance will not confer upon you any special privileges denied to others:

4. Public Good & Harmony (Sec. 9.02.03 D & G):

Explain how granting this relief will not cause substantial detriment to the public good, will be in harmony with the purpose and intent of the LDC, and will not be incompatible with the neighborhood:

5. Minimum Necessary Relief (Sec. 9.02.03 I):

Explain why the variance requested is the minimum variance that will make possible the legal use of the land or structure:

6. Origin of Circumstances (Sec. 9.02.03 H):

Confirm and explain that the special circumstances requiring this variance are not the result of your own actions as the applicant:

PART 4: IMPORTANT ACKNOWLEDGEMENTS & LIMITATIONS

(Please read and initial each statement to acknowledge the LDC requirements)

____ **PROHIBITED GROUNDS (Sec. 9.02.04):** I understand that the Planning and Zoning Commission cannot consider the following as grounds for granting a variance:

- Economic or financial hardship alone.
- Any nonconforming use of neighboring lands or structures in the same district.
- Any permitted use of land or structures in other districts.

____ **USE VARIANCES PROHIBITED (Sec. 9.02.01.C & 9.02.03.J):** I acknowledge that this request is not to permit a use of land or structures that is prohibited or not permitted by right in my zoning district.

____ **EXPIRATION OF APPROVAL (Sec. 9.02.05.C):** I understand that if this variance is authorized, construction must commence within one (1) year from the date the decision becomes final. If construction has not commenced, the variance shall be deemed abandoned, void, and of no further force and effect.

PART 5: SIGNATURE

I hereby certify that the information provided in this application and all attached documents is true and accurate to the best of my knowledge. I understand that this application is subject to the review procedures and Chapter 10 requirements of the City of Tifton Land Development Code.

Applicant Signature: _____

Date: _____

Owner Signature (If different from applicant):

Date: _____

OFFICE USE ONLY

Date Received: _____ Received By: _____ Fee Paid: _____

Hearing Date: _____

Decision: ☐ Approved ☐ Approved w/ Conditions ☐ Denied