



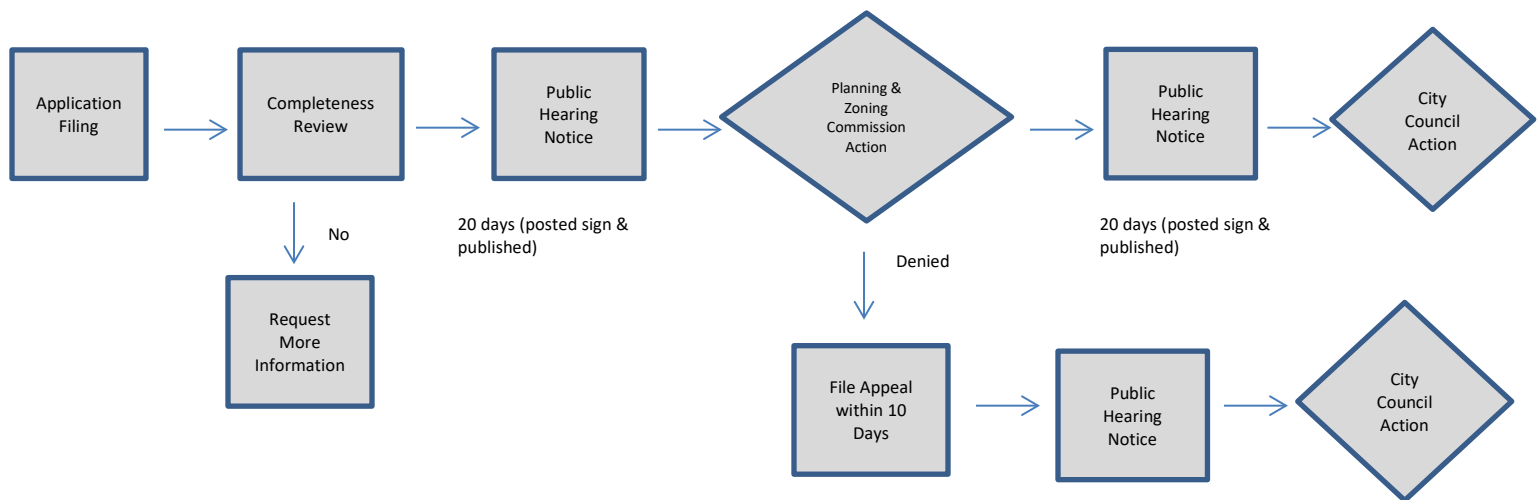
City of Whitehouse
101A Bascom Rd.
Whitehouse, TX 75791
(903) 510-7516

E: jhooter@whitehousetx.org

VARIANCE APPLICATION

PROCESS

- A. All requests must be filed at City Hall located at 101 A Bascom Road, Whitehouse, TX. A **complete** application and a **complete** set of related documents must be received before the process will begin as well as a filing fee of \$350 for new development or \$175 for existing/hardship. The applicant must also post a zoning notification sign provided by the Planning Department along with a \$20 refundable deposit upon return of the sign. The sign must be placed in the front yard of the subject property no later than seven days after the application has been submitted. If the sign is not posted in the required time frame, the application process will cease and the applicant will be required to reapply.
- B. Please have a representative present at all meetings. The applicant has the duty to produce evidence before the Planning and Zoning Commission and City Council to justify the requested variance.



APPLICATION

A. Property Information:

1. Address of Subject Property (required): _____
2. Lot(s), Block(s) and Subdivision Name (required): _____
3. Zoning of Subject Property: _____
4. Subject Property Current Use: _____
5. Subject Property Proposed Use: _____
6. Current Use of Adjacent Properties:

North: _____

East: _____

South: _____

West: _____

B. Variance Requested (explain in full)

C. Statement Regarding Restrictive Covenants/Deed Restrictions:

I have searched all applicable records and, to the best of my knowledge and belief, there are no restrictive covenants that apply to the property as described herein which would be in conflict with this variance request.

☐ None

☐ Copy Attached

APPLICANT(S) & PROPERTY OWNER(S) INFORMATION

Applicant(s): This will be the City's official contact. If the applicant(s) is not the property owner(s) a notarized letter from the owner(s) designating the authorized agent below to act on the owner(s) behalf must be submitted with this application.

Property Owner(s): If different than the applicant, please complete

Applicant(s) Name: _____

Mailing Address: _____

Phone: _____

Fax: _____

Email address: _____

Property Owners(s) Name: _____

Mailing Address: _____

Phone: _____ Fax: _____

Email address: _____

SUPPORT INFORMATION FOR VARIANCE REQUEST

1. What is the specific hardship involved?

2. Was the hardship created beyond the control of the Owner(s) (or previous Owner(s)) or is it peculiar to this particular property? Please explain:

3. Does this property differ from other property in the same zone and vicinity as to size, shape, topography etc. of surrounding properties? Please explain:

4. Can reasonable use be made of this property without the variance? Please explain:

5. Does existing zoning deprive this property of privileges currently being enjoyed by your neighbors? Please explain:

6. Will the variance impair an adequate supply of light and air to adjacent property or unreasonably increase the congestion in public streets or increase the likelihood of damage by fire? Please explain:

7. Will the Variance impair the health, safety, comfort, morals or general welfare of the inhabitants of the City of Whitehouse? Please explain?

8. Will granting of a Variance be in contrary to the plan of development for the general area? Please explain:

SITE PLAN/VARIANCE ILLUSTRATION (Example Only)

Provide a site plan, drawn to scale of the requested variance. Indicate existing improvements, structures, parking lots, drive ways, etc. and the location of the proposed structure requiring the variance. Of primary concern are the minimum setback requirements (front, rear & side(s)) and/or maximum height limitation that the variance is requested. For variance requests involving signs (location, size, height, number, etc.), submit a scaled rendering of the proposed sign and a site plan indicating the proposed location

CERTIFICATION

I/We hereby certify that, to the best of my/our knowledge and belief, all information supplies with this application is true and complete, and that I am:

- ☐ the Property Owner(s) of Record for the subject property described herein
- ☐ the Authorized Agent of the Property Owner(s) of Record for the subject property described (notarized letter of authorization attached)

Signature

Date

Printed Name and Title

OFFICE USE ONLY

Application Received: _____