



Planning Department

130 6TH STREET WEST
ROOM A
COLUMBIA FALLS, MT 59912

PHONE (406) 892-4391

FAX (406) 892-4413

COLUMBIA FALLS BOARD OF ADJUSTMENT APPLICATION FOR A VARIANCE

Before completing this application please read instructions on page 3.

1. APPLICANT: (Please print or type)
NAME: _____
ADDRESS: _____ Phone: _____
CITY/STATE/ZIP: _____
INTEREST IN PROPERTY: _____
2. OWNER: (If different from above)
NAME: _____
ADDRESS: _____
CITY/STATE/ZIP: _____
3. LOCATION OF PROPERTY FOR WHICH VARIANCE IS SOUGHT:
Street Address _____
4. ZONING DISTRICT: _____ ZONING CLASSIFICATION: _____
5. DATE PROPERTY ACQUIRED: _____
6. LEGAL DESCRIPTION: (Subdivision, Lot and Block Number, or Tract Number; and Section, Township and Range): _____

7. REQUEST FOR A VARIANCE FROM THE PROVISIONS OF; (State Section, Part and Paragraph of the Zoning Regulations): _____

8. THIS IS A REQUEST FOR A VARIANCE IN RELATION TO THE:

Area _____ Yard _____ Height _____
Coverage _____ Parking _____ or _____
provisions of the regulations.
9. STATE SPECIFICALLY THE CHANGE(S) PROPOSED AND THE REASON(S) SUCH CHANGE(S) ARE NECESSARY (use additional sheet if necessary):

10. EXPLAIN HOW YOUR CASE CONFORMS TO EACH OF THE FOLLOWING REQUIREMENTS (be complete, use additional sheet if necessary):

A. That the variance(s) requested will not amount to a change in the use of the property to a use which is not permitted within the zoning district.

B. That special conditions and circumstances exist which are peculiar to the land such as size, shape, topography or location. If such conditions apply to other parcels in the same district explain how literal interpretation of the provision of these regulations would deprive the property owner of rights commonly enjoyed by other properties similarly situated in the same district under the terms of these regulations.

C. That the special conditions and circumstances do not result from the actions of the applicant.

D. Granting the variance will not confer a special privilege that is denied other similar properties in the same district.

E. That the granting of the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated.

11. ATTACH A PLOT PLAN OR DRAWING.

Date

Signature of Applicant(s)

INSTRUCTIONS FOR VARIANCE APPLICATION

1. ANSWER ALL QUESTIONS. Answers should be clear and contain all the necessary information.
2. In answering Question 7, refer to the classification system in the Zoning Regulations and explain in detail the specific standards from which the applicant is seeking relief.
3. In answering Question 9, be specific and complete. In this and all other questions, if additional space is needed you may use additional paper, and list which section number you are continuing.
4. Answer Question 10, A-E completely and fully.
5. A plot plan or site plan must be submitted with each application.
6. A fee per the Columbia Falls Planning Department schedule of fees for a variance application as shown below must be submitted with this application to cover the cost of necessary investigation, publication, mailing and processing procedures.

SEE FEE SHEET

Make checks payable to:

City of Columbia Falls Planning Department