



**BOARD OF ADJUSTMENTS
APPLICATION FOR VARIANCE**

Village of Jones Creek
7207 Stephen F. Austin
Jones Creek, TX 77541
979-233-2700

Applicant: _____ **Phone:** _____ **Cell:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Applicant's Status: ☐ Owner ☐ Representative ☐ Tenant

Property Owner: _____ **Phone:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Applicant Signature **Date** **Owner Signature** **Date**

This application must be accompanied by a site plan and any other documents requested, such as plot plans, photographs, topographic contour maps that are necessary to properly review the application.

Property Information:

Street address of location: _____

Legal Description: _____

Present Zoning: _____ **Present Land Use:** _____

Is a site plan, preliminary or final plat pending on the agenda of the Jones Creek Zoning Board or the City Council? ☐ Yes ☐ No

Have you applied for a building permit? ☐ Yes ☐ No

Has the Board of Adjustments used an unfavorable ruling on this property within the last six months?
☐ Yes ☐ No

If yes, when: _____

Please provide proof of taxes paid on this property.

Requested Information:

Please answer the following questions as completely as possible. Failure to outline fully the situation by answering the questions could cause unnecessary delay in evaluating your appeal. Additional pages may be attached if necessary.

1. Will any undue hardship result if a variance is not granted? ☐ Yes ☐ No

If yes, please explain: _____

2. If the variance is granted, describe the effect it will have upon traffic conditions and the public health, safety, convenience and welfare of the community: _____

3. Completely describe the variance you are requesting: _____

4. Do similar conditions exist in the area? Explain: _____

5. Describe how the unique conditions or circumstances do not result from your actions: _____

Acknowledgements:

I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now or will be fully prepared to present the above proposal at the Board of Adjustments hearing.

I understand that in the event that I am not present or represented at the public hearing, the Board shall have the power to dismiss the proposal either at the call of the case or after the hearing, and that such dismissal shall constitute denial.

I reserve the right to withdraw this proposal at any time upon written request filed with the City Secretary's office, and such withdraw shall immediately stop all proceedings. I understand the filing fee is not refundable upon withdraw of the proposal.

I understand that if the request is approved, I must obtain a building permit from the City before any work is started on the property, and that the Board of Adjustments action does not constitute the approval of the building permit.

Applicant's Initials: _____ Date: _____

Date Received: _____ Received by: _____ Fee of \$75 received: _____

Proof of taxes paid: _____ Date Verified: _____

BOA Public Hearing date: _____ Date to send letters to residents: _____