



BOARD OF ADJUSTMENT VARIANCE APPLICATION

Case Number: C10-_____ Activity Number: _____ Date Accepted: _____

PROPERTY LOCATION INFORMATION

Property Address: _____

Project Description: _____

Zoning: _____ Property Size (sqft): _____

Number of Existing Buildings: _____ Number of Stories: _____ Height: _____

Legal Description: _____

Pima County Tax Parcel Number/s: _____

APPLICANT INFORMATION (The person processing the application and designated to receive notices):

APPLICANT: _____

ADDRESS: _____

PHONE: () FAX: () EMAIL: _____

PROPERTY OWNER (If ownership in escrow, please note): _____

ADDRESS: _____

PHONE: () FAX: () EMAIL: _____

PROJECT TYPE (check all that apply):	() Change of use to existing building
() New building on vacant land	() New building on developed land
() New addition to existing building	() Modification to wall/fence height
() Existing building needs permits	() Other _____
() Landscaping / Screening substitution	

Related Permitted Activity Number(s): _____

I hereby certify that all information contained in this application is complete and true to the best of my knowledge.

SIGNATURE OF OWNER/APPLICANT

Date

BOARD OF ADJUSTMENT - PROJECT DESCRIPTION

Provide a description of the project including, but not limited to its lot area, square footage of proposed or existing structures, proposed use/s, is a multiphase project, etc. If this project is the subject of a rezoning or special exception request, HPZ review, or a zoning violation, please provide current status of that case.

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APPLICANT'S REQUEST TO THE BOARD OF ADJUSTMENT

Provide applicable UDC Section reference, what is required and what is proposed/provided for each variance requested.

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BOARD OF ADJUSTMENT – REQUIRED FINDINGS

Arizona State Statutes and UDC Section 3.10.3.K. state that the Board may grant a variance only if the variance request complies with each and every one of these "Findings" in full. It is up to the applicant to explain to the Board how the request complies with each Finding. **Important Note:** Do not leave any "Finding" unanswered or marked "Not Applicable" or "N/A".

1. That, because there are special circumstances applicable to the property, strict enforcement of the UDC will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district;

2. That such special circumstances were not self-imposed or created by the owner or one in possession of the property;

3. That the variance granted is subject to such conditions as will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located;

4. That, because of special circumstances applicable to the property, including its size, shape, topography, location, and surroundings, the property cannot reasonably be developed in conformity with the provisions of the UDC;

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BOARD OF ADJUSTMENT – REQUIRED FINDINGS (CONTINUED)

5. That the granting of the variance shall not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located;

6. That the proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase congestion, or substantially diminish or impair property values within the neighborhood; and,

7. That the variance, if granted, is the minimum variance that will afford relief and is the least modification possible of the UDC provisions that are in question.

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Planning & Development Services Department
201 N. Stone Avenue
PO Box 27210
Tucson, AZ 85726
(520) 791-5550

Letter of Agency/Authorization

If the applicant is not the owner of record of the subject site, a Letter of Agency from the owner or the owner's authorized representative must be submitted which grants the applicant permission to submit an application for the requested entitlement(s).

Date: _____

To:

City of Tucson
Planning & Development Services Department
Zoning Administration Division
PO Box 27210
Tucson, AZ 85726

Planning & Development Services Department:

I, the undersigned legal owner of record, hereby grant permission to:

Applicant:

Phone: _____

Applicant's Address:

To submit a Board of Adjustment variance application on my behalf.

The subject property located at:	
Assessor's Parcel Number:	
Printed Name of Owner of Record:	
Address of Owner of Record:	
Phone Number of Owner of Record:	
Signature of Owner of Record: (must be original signature)	

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