



Planning and Zoning Administrator

Variance Application

This portion to be filled out completely by applicant:

1. Name of Applicant: _____

2. Address of Applicant: _____

3. Status of Applicant (check one):
 Property Owner
 Option Holder
 Contract Purchaser
 Owner's Authorized Agent

4. Legal Description of real estate for which variance is requested:

5. Variance requested:

6. Explain why the strict application of the zoning regulations would produce an undue hardship: (a hardship must relate to peculiar situations of the property (land) and not the convenience of the owner/applicant):

7. Explain why such hardship is not generally shared by other properties in the same zoning district in the same vicinity:

8. Explain why the granting of the requested variance will not be of substantial detriment to adjacent property:

9. **I hereby certify that I have the legal authority to file this application, that I have completed and examined this application and know the same to be true and correct.**

Signature of Applicant

Section to be completed by Zoning Administrator

1. Application # _____
2. Fee in the amount of \$_____ paid by applicant
3. Application Submission Date: _____
4. Board of Adjustment Public Hearing Notice was published at least 10 days prior to such public hearing and required property owner notifications were completed (attach copy of legal notice).
_____ Yes _____ No
5. Board of Adjustment Public Hearing was held and action was taken in accordance with the Board's Bylaws and Rules of Procedure. _____ Yes _____ No
6. Action by the Board of Adjustment:

_____ Approval

_____ Conditional Approval:

Conditions of Approval:

(Attach additional conditions if needed)

_____ Disapproval

Reason(s) for Disapproval:

7. Notice of Decision of Aurora Board of Adjustment mailed to applicant on: _____

Signature of Zoning Administrator