



PINAL COUNTY
wide open opportunity

APPLICATION FOR VARIANCE OF REGULATIONS IN AN UNINCORPORATED AREA OF PINAL COUNTY, ARIZONA

(All Applications **Must** Be Typed or Written in Ink)

1. The legal description of the property: _____

2. Tax Assessor Parcel No.: _____
3. Current zoning: _____ Requested zoning (if applicable) _____
4. The size (to the nearest 1/10th of an acre): _____
5. The existing use of the property is as follows: _____

6. The proposed use under this request: _____

7. Is there a zoning violation on the property for which the owner has been cited? If yes, zoning violation # _____
8. Discuss any known changes in land use, street arrangement, or other physical conditions that have altered the character of your property or adjoining properties since the present zoning was adopted.

RECEIPT #:	AMT:	DATE:	CASE:
_____	_____	_____	_____

COMMUNITY DEVELOPMENT
Planning Development

The Pinal County Board of Adjustment is authorized to grant a variance of regulations where it finds that absolute conformance to the regulations in an established zone would present an unnecessary hardship on the applicant. The "Hardship" must be related to the physical aspects of the land and not a personal or self-imposed hardship. The applicant must present evidence to prove: (use additional pages if necessary)

- 9. There are special circumstances or conditions applicable to the property referred to in the application which do not prevail on other property in that zoning district. Show that the physical characteristics of this property are unique and unlike other properties in the area.

- 10. That the strict application of the regulations would work an unnecessary nonfinancial hardship and that the granting of the application is necessary for the preservation and enjoyment of substantial existing property rights. Show that all beneficial use and/or enjoyment of the land will be lost if the variance is not granted. Evidence from an appraiser, realtor or other professional may be required.

- 11. That the granting of such application will not materially affect the health or safety of persons residing or working in the neighborhood and will not be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood.

- 12. That the variance will not allow a use that is not permitted in the zoning district where the property is located.

- 13. That the special circumstances or conditions referred to item 9 above are not self-imposed.

- 14. The applicant shall present evidence of the ability and intention to proceed with actual construction work in accordance with the plans shown within nine (9) months after issuance of a variance.

IN ADDITION TO THIS APPLICATION, YOU WILL NEED TO SUBMIT:

- A) A detailed site plan, drawn to a minimum scale of 1" = 100'. Not larger than 11" x 17". The site plan must include the following:
1. Size and shape of parcel; property dimensions; north arrow.
 2. Show adjacent streets, rights-of-way, easements and setbacks; indicate size, purpose and whether public or private.
 3. Location, size and use of all existing and proposed buildings and uses from lot lines and each other.
 4. Driveways and parking areas.
 5. Existing and proposed utilities showing location of lines, size and serving company.
 6. Any other information as may be applicable; i.e. landscaping, natural features (i.e. washes), excavating sites, etc.
- B) The "supporting information" and the "Submittal Checklist" for the requested action.
- C) A list of all property owners within 600' of the subject property boundary showing name, mailing address and tax parcel numbers. This list must be obtained within 30 days prior to submission.
- D) A map of the area with the 600' boundary shown. (A Tax Assessor Parcel Map is acceptable.)
- E) The Non-refundable filing fee. (The application is not considered filed until the fees are paid.)

THIS APPLICATION MUST BE SUBMITTED IN PERSON

I CERTIFY THAT I HAVE SUBMITTED ALL OF THE REQUIRED INFORMATION LISTED ABOVE, AND THAT THE INFORMATION IS FACTUAL. I ALSO UNDERSTAND IF THE APPLICATION IS INCOMPLETE UPON SUBMISSION, IT CANNOT BE FURTHER PROCESSED AND MAY BE DELAYED UNTIL A FUTURE HEARING DATE.

NAME OF APPLICANT	ADDRESS	PHONE #
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If the applicant is not the landowner, a notarized letter authoring the applicant to represent the owner must accompany this application.

NAME OF LANDOWNER	ADDRESS	PHONE #
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ALL NOTICES WILL BE MAILED TO THE APPLICANT UNLESS OTHERWISE NOTED:

NAME AND ADDRESS OF PERSON TO BE NOTIFIED.	PHONE #
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SIGNATURE OF APPLICANT	DATE
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SIGNATURE OF APPLICANT	DATE
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PROPERTY OWNERSHIP LIST
(REQUIRED FOR FILING ALL APPLICATIONS)
(IF ADDITIONAL COPIES OF THIS FORM ARE NEEDED, PLEASE PHOTOCOPY)

INSTRUCTIONS:

PRINT NAME, ADDRESS, CITY, STATE, ZIP CODE AND TAX PARCEL NUMBER FOR EACH PROPERTY OWNER WITHIN 600 FEET OF THE SUBJECT PARCEL BOUNDARY.

Parcel No.: _____
Name: _____
Address: _____
City/ST/Zip: _____

Parcel No.: _____
Name: _____
Address: _____
City/ST/Zip: _____

Parcel No.: _____
Name: _____
Address: _____
City/ST/Zip: _____

Parcel No.: _____
Name: _____
Address: _____
City/ST/Zip: _____

Parcel No.: _____
Name: _____
Address: _____
City/ST/Zip: _____

Parcel No.: _____
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Address: _____
City/ST/Zip: _____

Parcel No.: _____
Name: _____
Address: _____
City/ST/Zip: _____

Parcel No.: _____
Name: _____
Address: _____
City/ST/Zip: _____

Parcel No.: _____
Name: _____
Address: _____
City/ST/Zip: _____

I HEREBY VERIFY THAT THE NAME LIST ABOVE WAS OBTAINED ON THE _____ DAY OF _____, 20____, AT THE OFFICE OF _____, AND IS ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE

DATE

ACKNOWLEDGED BEFORE ME BY _____, ON THIS DAY OF _____, 20_____.

(SEAL)

SIGNATURE OF NOTARY PUBLIC

VARIANCE SUBMITTAL CHECKLIST

THE FOLLOWING INFORMATION MUST BE SUBMITTED AS PART OF THIS APPLICATION FOR A VARIANCE OF ZONING REGULATIONS:

CHECK IF COMPLETE

- ___1. Completed application for a Variance.
- ___2. Site Plan Prepared at a minimum scale of 1" = 100". If larger than 11' x 17" the applicant shall submit a legible, black line reduction of the site to 11" x 17" maximum. The minimum requirements for the site plan are outlined on page 3 of this application. In addition to the minimum requirement, the site plan shall include:
 - A) Location of unusual natural or topographic features of the site
 - B) Preliminary floor plans and elevations of all proposed buildings
- ___3. A name list, verified by the applicant, made within 30 days prior to this submission, of the names, mailing addresses and tax parcel number of all property owners within 600' of this parcel.
- ___4. Non-refundable filing fee for a variance based on the following
 - A) Residential with 0-499 mail-outs \$500.00
 - B) Residential with 500 or more mail-outs: \$500.00
 - C) Commercial, industrial or transition with 0-499 mail-outs: \$2,084.00
 - D) Commercial, industrial or transition with 500 or more mail-outs: \$2,399.00
- ___5. Signed Variance Checklist

I CERTIFY THAT I HAVE SUBMITTED ALL OF THE REQUIRED INFORMATION LISTED ABOVE, AND I UNDERSTAND THAT THIS APPLICATION FOR A VARIANCE CANNOT BE PROCESSED UNTIL ALL REQUIRED INFORMATION IS SUBMITTED.

SIGNED BY:

DATE:

SIGNED BY:

DATE: