



WATAUGA COUNTY
PLANNING & INSPECTIONS
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 www.wataugacounty.org

Application for Variance

Property Information

Date: _____

Tax Parcel No.: _____

Location (Driving Directions): _____

Application for Variance from Planning and Development Ordinance

I am requesting a variance from Ordinance Chapter Number/Name: _____

Reason(s) for seeking a Variance: (If applying for a variance in dimensional requirements, state the requested amount desired)

Conditions (if any) proposed by the applicant to mitigate adverse effects of the Variance:

Contact Information

Applicant: _____

Address: _____

Telephone #: _____ Email: _____

Owner (If different): _____

Address: _____

Telephone #: _____ Email: _____

Application Fee	Office Use Only
<p>\$300.00 No application is complete until the fee is received. Applications are due 45 days prior to the Board meeting date.</p>	<p>Application Number: _____ Fee Paid: _____ Date: _____</p>

Applicant Signature _____ Date _____

See reverse side for required findings and conditions for granting a Variance.

Submittal Requirements

- Submit two (2) paper copies and one digital version of the following:
 - Site-specific plan, drawn to scale, which clearly demonstrates the variance(s) being applied for or
 - A certified survey showing exact amount of variance request is required for a setback variance.
- Any other necessary exhibits, calculations, documents or photos to adequately describe the variance request.

Variance Burden of Proof

In the spaces below, indicate the facts you intend to demonstrate and the arguments that you intend to make to demonstrate to the Board that it can properly grant the variance(s). The Board does not have unlimited discretion in deciding whether to grant a variance. If additional space is needed, please provide on a separate sheet of paper.

1. *Indicate how an unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.*

2. *Indicate how the hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.*

3. *Indicate how the hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.*

4. *Indicate how the requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured and substantial justice is achieved.*