

Board of Adjustment Application for a Variance (BOA)



Name – EXACTLY as the name(s) appear on the deeds

(If anyone other than the owner is applying, please attach a letter of authorization)

Mailing Address _____

Phone: _____

LEGAL DESCRIPTION: _____

STATE THE NATURE OF THE VARIANCE REQUEST ON ANOTHER SHEET OF PAPER. INCLUDE ALL RELEVANT DIMENSIONS, DISTANCES, AND DIRECTIONS

- o (example: I am requesting a variance to build a 24'x24' detached garage within 10' of my south property line)
- o List All pertinent reasons why compliance with County regulations is either not feasible or cause of undue hardship:

SITE PLAN or Improvement Location Certificate showing the following:

- o Adjacent properties including lot number (if in subdivision) and owners last name
- o Lot lines and lot dimensions.
- o Existing and proposed structures and the distance from those structures to all lot lines. (If a through street crosses your property, include distances from all existing and proposed structures to the centerline of the road).
- o Driveway and frontage roads.
- o Well, septic/field and any other information specific to your variance request and site conditions.

List All the names and mailing addresses of adjacent property owners. Adjacent also include across roadways. (Names and mailing addresses can be obtained from the County Assessor's Office.)



The property owner or duly appointed representative herein referred to as the applicant understands that this application must be complete and that the required non-refundable fee shall be paid upon filing. Any misleading and/or false information provided in this application would be grounds for revocation of the permit (if granted) and legal action by the County for the removal of subject improvement(s) approved for construction based on fictitious information provided by the applicant, and/or the assessment of fines on the property. The applicant also understands a public hearing is required and that the time needed to process this application includes a mandatory public notice period of 21 days. Total processing time could take a minimum of 30 days. The applicant also understands that if the variance is approved, that approval is only valid for a period of time not to exceed one year from the time such variance is granted, after which time, if the variance permit has not been utilized, it becomes null and void. The applicant is strongly encouraged to attend the hearing and is aware per CRS 30.28.118(3) that approval requires a unanimous vote by all BoA members. The owner understands and agrees to pay all noticing costs and waives any objection to a lien placed on the subject property for any outstanding noticing costs associated with this application. All decisions are final.

Signature Date Signature Date

For the Board of Adjustment to grant a variance, at least one of the following situations should be present:

- 1) *Exceptional Narrowness*
- 2) *Exceptional Shallowness*
- 3) *Exceptional Slope*
- 4) *Exceptional Topography*
- 5) *Other exceptional or extraordinary conditions which, through strict code enforcement, would result in peculiar and exceptional practical difficulties or exceptional and undue hardship.*