

# City of Farmington, Arkansas

## Application for Variance/Waiver



Please fill out this form completely, supply all necessary information to support your request. Your application will not be placed on the agenda for Planning Commission/Board of Adjustment until all information is furnished.

Applicant:	_____	Day Phone:	_____
Address:	_____	Fax:	_____
Representative:	_____	Day Phone:	_____
Address:	_____	Fax:	_____
Property Owner:	_____	Day Phone:	_____
Address:	_____	Fax:	_____

Indicate where correspondence should be sent (circle one): Applicant — Representative -- Owner

Describe Proposed Property In Detail (Attach additional pages if

Property Description  
Site Address - \_\_\_\_\_  
Current Zoning -- \_\_\_\_\_

Attach legal description and site plan (a scaled drawing of the property showing accurate lot lines, surrounding zoning, adjacent owners and a north arrow is required.) Attach photos if they are helpful in describing your request.

**Type of variance requested and reason for request:** Keep in mind the Planning Commission considers a variance from the literal provisions of the zoning ordinances in an instance where strict enforcement of the zoning ordinances would cause undue hardship due to circumstances unique to the individual property under consideration and grant such variances only when it is demonstrated that such action will be in keeping with the spirit and intent of the provisions of the zoning ordinance. Please outline what hardship would be caused if your variance is not considered favorably:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Responsibilities of the Applicant:

1. Complete application and pay a \$25.00 application fee.
2. Provide a copy of the deed for the property. If the property is rented, provide written permission from the owner that the variance is allowable.
3. Written authorization from the property owner if someone other than the owners will be representing the request.
4. Publish the following notice in a newspaper of general circulation in the City no later than 15 days prior to the meeting, A copy of the proof of publication from the newspaper must be provided to the City 3 days before the meeting:

**NOTICE OF PUBLIC MEETING**

A petition for a variance at the property described below has been filed with the City of Farmington on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

***PLACE LEGAL DESCRIPTION HERE AND DESCRIPTION OF THE VARIANCE HERE***

A public meeting to consider this request for a \_\_\_\_\_ variance at the above described property will be held on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at 6:00 p.m. at Farmington City Hall, 354 West Main, Farmington, Arkansas. All interested persons are invited to attend.

*Applicant/Representative: I certify under penalty of perjury that the foregoing statements and answers herein made, all data, information and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incomplete, incorrect or false information is grounds for invalidation of the application. I understand that the City of Farmington may not approve my application or may set conditions on approval.*

\_\_\_\_\_ Date \_\_\_\_\_  
Applicant Signature

*Property Owner/Authorized Agent: I certify under penalty of perjury that I am the owner of the property that is the subject of this application and that I have read this application and consent to its filing. (If signed by the authorized agent, a letter from the property owner must be provided indicating the agent is authorized to act on their behalf.)*

\_\_\_\_\_ Date \_\_\_\_\_  
Owner/Agent Signature