



City of Redmond Variance Application

PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

File Number: V _____

Minor Variance Fee \$2983.42

Major Variance Fee \$5537.29

If a hearing is required, a deposit*** of \$3,310.32 is required at the time of application

PROPERTY OWNER AND APPLICANT INFORMATION

Applicant Name _____ Phone ____/____/____ Fax ____/____/____
Address _____ City _____ State _____ Zip Code _____
Email _____

Property Owner _____ Phone ____/____/____ Fax ____/____/____
Address _____ City _____ State _____ Zip Code _____
Email _____

PROPERTY DESCRIPTION

Property Location (address, intersection of cross street, general area) _____

Legal Description - T15S, R13E, Section _____ Tax Lot(s) _____
Present Zoning _____ Total Land Area _____ (Square Ft.) _____ (acres)
Present Land Use _____

PROJECT DESCRIPTION

Describe Project (explain your reason for a variance) _____

PROFESSIONAL SERVICES (if applicable)

Architect/Designer/Engineer _____ Phone ____/____/____ Fax ____/____/____
Address _____ City _____ State _____ Zip Code _____
Builder or Agent _____ Phone ____/____/____ Fax ____/____/____
Address _____ City _____ State _____ Zip Code _____

FOR OFFICE USE ONLY

Date Received: _____
Rec'd By: _____
Fee Paid: _____
Receipt #: _____

If needed- Hearing (Specially Set); Non Hearings Officer
*****DEPOSIT ONLY- Fee May Be Higher Based on Actual Cost of Services**

SUBMITTAL REQUIREMENTS

REQUIRED ITEMS TO BE SUBMITTED FOR VARIANCE REVIEW.

Note: additional information may be required depending on the actual project.

- Completed Application. The application must be signed by the property owner.
- Title report, subdivision guarantee or similar including legal description.
- Fee, and if required, a hearings fee deposit is needed at the time of application.
- Site Plan (7 full sized copies) which must be folded individually, or in sets to 8 ½" X 11" in size plus 1 reduced copy of site plan (8 ½" x 11")
- Burden of Proof (3 copies)
- Electronic copy of Site Plan and Burden of Proof on CD.

VARIANCES – Burden of Proof Standards

Major Variance. No major variance shall be approved unless the applicant can establish:

- That special conditions exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, buildings, or structures in the same district.
- That strict interpretation of these standards would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of these standards.
- That special conditions and circumstances do not result from the actions of the applicant and such conditions and circumstances do not merely constitute pecuniary hardship or inconvenience.
- That granting the variance will be in harmony with the objectives of these standards, and not injurious to the neighborhood or otherwise detrimental to the public welfare. For variances to site requirements (e.g. setbacks, parking, signs, etc.) up to a 25% variance from the standards the following criteria apply.

Minor Variance. No minor variance shall be approved unless the applicant can establish:

- In the case of a yard variance, the applicant shall show the approval will result in:
 - more efficient use of the site
 - preservation of natural features where appropriate
 - adequate provisions of light, air, and privacy to adjoining properties; and
 - adequate access
- In the case of a variance to the dimensional standards for off-street parking spaces or the minimum number of off-street parking spaces, the applicant shall show the following:
 - special characteristics of users which indicate low demand for off-street parking
 - opportunities for joint use of nearby off-street parking facilities
 - availability of public transit; and
 - natural features of the site (topography, vegetation and drainage) which would be adversely affected by application of required parking standards.

- For variances to other on-site requirements of 25% or less the applicant shall show that approval of the variance will be consistent with the overall objectives of the Comprehensive Plan and zoning standards where applicable and that the variance will have a minimal adverse impact on the livability, value or development of abutting properties and the surrounding area.

No variance shall be granted to allow the use of the property for purposes not authorized within a zone, or to alter any procedural requirements of these standards. In granting a variance, conditions may be attached to protect the best interest of the surrounding property or neighborhood and to otherwise achieve the purposes of these standards.

By signing this application, the undersigned certifies that he / she has read and understands the submittal requirements stated above. Please note: if the applicant makes a misstatement of fact on the application regarding ownership, authority to submit the application, acreage, or any other fact material relied upon in making a decision, the Community Development Director may upon notice to the applicant and subject to an applicant's right to a hearing declare the application void.

Applicant: _____ Date: _____
Signature

Property Owner: _____ Date: _____
Signature

Please note: additional information may be required by the Planning Division prior to the application being deemed complete. Also, if you are an authorized Agent, please attach a letter of authorization signed by the Property Owner allowing you to act in their behalf during this process.