



CITY OF MARYSVILLE
COMMUNITY DEVELOPMENT
AND SERVICES DEPARTMENT
530-749-3904

VARIANCE APPLICATION

Application No. _____
Rec'd by: _____
Fees Paid: _____ Rec #: _____
Date Paid: _____
Action: Approved Denied
By: _____ Date: _____

Project Address: _____
Assessor's Parcel No.: _____ Present Zoning: _____

APPLICANT:

Name: _____ Day Phone: _____
Address: _____

PROPERTY OWNER:

Name: _____ Day Phone: _____
Address: _____

REPRESENTATIVE:

Name: _____ Day Phone: _____
Address: _____

REASON FOR APPLICATION:

APPLICANT/REPRESENTATIVE

I have reviewed this completed application and the attached material. The information provided is accurate. I understand the City might not approve what I am applying for or might set conditions of approval.

Signed Date

PROPERTY OWNER/AUTHORIZED AGENT

I have read this completed application, and I consent to its filing.

Signed Date

Staff Use Only

TYPE OF APPLICATION	APPLICATION NUMBER	FEE PAID
Architectural Review:		
a. Conceptual Review:	_____	_____
b. Formal Review:	_____	_____
c. Minor/Incidental:	_____	_____
Planning Commission:		
Use Permit:	_____	_____
Variance:	_____	_____
Tentative Map:	_____	_____
Rezone:	_____	_____
General Plan Amendment:	_____	_____
Other:		
(Specify): _____	_____	_____

FEES:

Description:	Explanation:	Fee:
Base Fee:	_____	_____
Environmental Review:	_____	_____
Other Fees:	_____	_____
Total Fees:	_____	_____
Fee Paid By:	<input type="checkbox"/> - Applicant <input type="checkbox"/> - Representative <input type="checkbox"/> - Property Owner	

Tentative Review Dates:

- a. Review of Completeness (if applicable): _____
- b. Staff Review/Determination: _____
- c. ARB Review: _____
- d. Planning Commission Review: _____
- e. Other Review: _____

Notes to the File: _____

CITY OF MARYSVILLE

Planning Department
749-3904

VARIANCE APPLICATION INSTRUCTIONS

TO APPLICANTS: The following list includes all the items you must submit for a complete application. If your application is not complete, a copy of this list will be returned to you marked accordingly. . If submitting blueprints, Planning Staff encourages that you submit one copy of the plan to allow for application completeness check, following which eight complete sets of plans would need to be submitted.

1. Planning application form complete.
2. Application Fee: In accordance with the City's fee schedule.
3. Statement describing the requested exception(s) from property development standards, if not included in application form.
4. One 8-1/2" x 11" site plan; or twelve larger copies folded to 9" x 12" (check with Planning Staff depending on type of variance) with the site plan to include the following information as it pertains to the variance:
 - (a) Dimensioned property lines and all building setbacks.
 - (b) Location, name and width (including required widening) of adjacent streets.
 - (c) Existing and proposed public and private easements.
 - (d) All proposed improvements and existing improvements which will be retained.
 - (e) Parking spaces and aisles, dimensioned; the flow of traffic should be noted by arrows.
 - (f) Access and circulation of pedestrians and vehicles.
 - (g) Walls, fences and exterior lighting structures.
 - (h) Planted areas and outdoor-use areas.
 - (i) Location of signs.
 - (j) Location of trash enclosures.
5. Other drawings to illustrate the requested exception (elevations, section, etc.)
6. Statement explaining why the variance is justified - that the five required findings can be made:

Findings for Approval. In order to approve the application or approve it with modifications and/or conditions the following findings must be made, based on information in the record:

- (1) There are special circumstances applicable to the property or structure(s) including location, size, shape, surroundings, or topography or other conditions, so that the strict application of this title denies the property owner privileges enjoyed by other property owners in the vicinity or within the same zoning district.
- (2) Granting the variance is necessary for the preservation and enjoyment of substantial property rights.
- (3) Granting the variance does not result in special privileges inconsistent with the limitations upon other properties in the vicinity or the same zone district as the property is located.
- (4) Granting the variance does not allow a use or activity which is not otherwise authorized by the zone district within which the property is located.
- (5) Granting the variance will not be detrimental to the health, safety, peace, comfort or general welfare of persons residing or working in the vicinity or be detrimental to property or improvements in the vicinity or to the general welfare of the city.