



Application for Variance

For Office Use Only	
Application #:	V/AV _____
Check #:	_____ Cash: _____
Date Paid:	_____
P&Z hearing date:	_____
Action:	_____
Appeal filed:	_____
Council hearing date:	_____
Account 100.34.1390.2	
Variance App	\$ _____

Part 1: Applicant Information

APPLICANT IS: Owner Agent Attorney

NAME _____ DATE _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE _____ MOBILE _____ FAX _____

E-MAIL _____

Part 2: Property Owner Information

NAME(S) _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE _____ MOBILE _____ FAX _____

E-MAIL _____

Part 3: Property and Use Information

PROPERTY ADDRESS _____ PARCEL ID _____

PARCEL SIZE _____ ZONING _____

EXISTING USE _____

I am requesting relief from code section _____ for the purpose of:

NOTICE: The granting of a Variance does not affect any requirement for a Building Permit for proposed construction.

The following supplemental documentation must be submitted with this application:

- Letter of Intent describing the proposed construction, development or improvements.
- Site Plan showing all existing and proposed improvements on the property.
- Survey of the property

Variance Application: Part 3: Property and Use Information (continued)

Applicant: Please provide written responses to the following items in order to support the request. Attach a separate sheet if necessary:

1) Explain the extraordinary and exceptional conditions pertaining to the size, shape or topography of the subject property; OR if this request is for the expansion of a non-conforming structure, explain whether granting the variance would result in an increase in the non-conforming aspects of the structure.

2) Explain how the application of the ordinance to the subject property would create an unnecessary hardship.

3) Explain how the conditions are peculiar or unique to the subject property.

4) Are the conditions requiring a variance the result of any actions of the property owner? If YES, explain.

5) What, if any, detriment to the public or impairment to the purposes of the ordinance would result if the variance were granted.

6) Is the proposed use of land, building or structure permitted by the zoning ordinance?

I hereby make application to the City of Berkeley Lake, Georgia for the above referenced property. I do hereby affirm that the information provided here, above and contained in all material I submit for the purposes of supporting my request for a Variance, to the best of my knowledge is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken as a result of this application. I understand that it is my/our responsibility to conform to all City of Berkeley Lake ordinances in full and obtain any additional permits as may be required and that failure to do so will result in enforcement action taken by the City.

Applicant's Signature _____ Date _____

Owner's Signature _____ Date _____