



CITY OF SUTHERLIN

VARIANCE APPLICATION

Community Development
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2856

FILE NO. _____

DATE FILED: _____

FEE: **\$460.00. (Non-refundable)**

Receipt No. _____

Application Deemed Complete: _____

THE UNDERSIGNED OWNER(S) OR AUTHORIZED AGENT(S) HEREBY SUBMIT A VARIANCE APPLICATION TO THE CITY OF SUTHERLIN.

1. APPLICATION INFORMATION

A. Property Owner(s) please print or type; signatures are required on page **3** of this application. Provide additional pages if necessary. A contract purchaser may sign as owner if a copy of the recorded contract is submitted. (An earnest money agreement does not constitute a contract.)

Name(s): _____

Address(s): _____

Phone(s): _____ Fax: _____

B. Authorized Agent(s)

Name(s): _____

Address(s): _____

Phone(s): _____ Fax: _____

2. PROPERTY DESCRIPTION

A. Assessor Map ID(s): _____ Property ID(s): _____
(ex. 250516AA00100) (ex. R12345)

B. Property Location Description

1. Indicate the subject property's location in relationship to nearest streets (i.e., NE corner of Umatilla St. and 5th Ave.) _____

2. Total land area involved in the Variance request Acres: _____ SQ FT: _____

3. EXISTING AND ANTICIPATED USE INFORMATION

- A. Current Use: _____
- B. City Zoning: _____
- C. Comprehensive Plan: _____
- D. Anticipated Use: _____
- E. Will there be a HOA (Home Owners Assoc.): ____ YES ____ NO
- F. Is it anticipated that structures will be removed/demolished from the property?
____ YES ____ NO If yes, a separate application for demolition is required.
- G. Are any historic structures or historically significant features on the subject property?
____ YES ____ NO If yes, describe any impacts to such features.

- H. What is the minimum lot size proposed _____ SQ FT
What is the maximum lot size proposed _____ SQ FT
- I. What is the anticipated time for development? _____
- J. Describe the Variance that is being sought. Indicate the specific standard which would not be met requiring a Variance:

- K. Class of Variance: _____

4. REQUIRED ATTACHMENTS (Please submit all plans in .pdf if possible)

- A. General Information:
 - 1. Scale drawing of the site plan. Include property owner information, access, utilities, lot dimensions, existing structures, proposed structures, north arrow, date, adjacent street(s).
 - 2. Identification of the drawing as a "tentative plan."
 - 3. Other map information may be required based on the specific Variance application.
- B. Narrative
 - 1. Provide a narrative or letter explaining the reason for the request, alternatives considered, and why the subject standard cannot be met without the Variance.

5. SIGNATURES

I hereby apply for a Variance as requested on this form and certify that the attachments are complete and correct. (Any and all engineering cost incurred by the City of Sutherlin associated with this application shall be the responsibility of the applicant.) **Attach sheet if additional signatures are required.**

Applicant Signature _____
DATE

Printed Name: _____
OWNER _____ AGENT _____ OPTION HOLDER _____ CONTRACT BUYER _____

Applicant Signature _____
DATE

Printed Name: _____
OWNER _____ AGENT _____ OPTION HOLDER _____ CONTRACT BUYER _____

Applicant Signature _____
DATE

Printed Name: _____
OWNER _____ AGENT _____ OPTION HOLDER _____ CONTRACT BUYER _____

Applicant Signature _____
DATE

Printed Name: _____
OWNER _____ AGENT _____ OPTION HOLDER _____ CONTRACT BUYER _____

Any other owner or option holder or buyer who does not sign this application shall provide a signed statement providing their authorization for submission of the application request.