

Appeal No. _____

**HOWARD COUNTY APPLICATION FOR
VARIANCE
OF ZONING REGULATIONS**
(To be filled out by applicant)

1. Applicant's Name _____
Address _____
City, Street, Zip _____
Phone# (Home) _____ and/or (Cell) _____

2. Legal Description of Property: _____

3. Present description of property (Current address, Use, Zone, Size, Location, etc.): _____

Please attach a diagram of the program (if applicable) being appealed to application.

4. Zoning regulation that is cause for variance: _____

5. Specific request for variance: _____

6. Hardship that denial of variance would cause: _____

7. At least 10 days prior to the date fixed for the public hearing, the Administrator must notify neighboring property owners of property located within 1,000 feet of the property in question. Said list shall be certified by a registered land abstractor if possible and submitted to the Zoning Administrator. Date set for hearing _____.
Date list of property owners submitted _____
Date letters sent to property owner's _____

8. It is suggested that applicant prepare and submit a detailed plat plan showing all existing and proposed structures, property lines with dimensions, and any other information which would be helpful to the Board in consideration of the application.

Date of Appeal _____ Applicant's Signature _____

A filing fee of \$ _____ must accompany this appeal before being placed on the agenda and public notice of meeting can be published.

APPEAL NO. _____ **DATE FILED** _____ **HEARING DATE** _____

Steps for Applicant

Section 3 of the Board of Adjustment Zoning Regulations requires the applicant to submit the following information which must accompany this appeal before it can be considered by the board of adjustment.

For variances from the zoning ordinance, a written application must demonstrate:

____ 1. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same district;

____ 2. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;

____ 3. That the special conditions and circumstances do not result from the action of the applicant; and

____ 4. That granting the variance requested will not confer on the applicant and special privilege that is denied by this ordinance to other lands, structures or buildings in the same district. No nonconforming use of neighboring land, structures, or buildings in the same district, and no permitted use of lands, structures or building in other districts shall be considered grounds for the issuance of a variance.

Notes:

The variance board has the authority to attach any reasonable condition to its action to authorize a variance which will assure that any substantial deterrent to adjacent property is avoided and the character of the zoning district will not be changed.

In order to grant a variance, a concurring vote of four of the five members is needed to reverse any order, requirement or decision of the zoning administrator, or to grant a zoning variance.