

SUBDIVISION VARIANCE APPLICATION FORM

CASE NUMBER: 2014-000		Date Submitted: 00-00-2014	
(Sections 1-5 below to be filled out by Applicant- RPA staff will assist, if needed)			
1 Applicant Request			
Variance Type (check one)	<input type="checkbox"/> Road/street design	<input type="checkbox"/> Lot size, frontage, setback, etc.	
Jurisdiction (check one)	<input type="checkbox"/> Hamilton County	<input type="checkbox"/> Chattanooga	<input type="checkbox"/> Other:
Article/Division number:	Subdivision Regulation: 0/000.00	Zoning Regulation: 0/000	
2 Property Information			
Subdivision Name:			
Property Address:			
Property Tax Map Number(s):			
3 Purpose			
Reason why variance is needed:			
4 Applicant Information			
All communication will be with the Applicant. If the applicant is not the property owner, the RPA requires a letter from the property owner(s) confirming that the applicant has permission to file this application on his/her behalf.			
Name:		Address:	
Check one:	<input type="checkbox"/> I am the property owner	<input type="checkbox"/> I am not the property owner	
City:	State:	Zip Code:	Email:
Phone 1:	Phone 2:	Phone 3:	Fax:
5 Property Owner Information (if not applicant)			
Name:		Phone:	
Address:			
Office Use Only:			
Staff Rec:		PC Action/Date:	
Checklist			
<input type="checkbox"/> Application Complete	<input type="checkbox"/> Ownership Verification	<input type="checkbox"/> Site plan, if required	
Notification of nearby property owners required?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Filing Fee:	<input type="checkbox"/> Cash	<input type="checkbox"/> Check	Check Number:
Planning Commission meeting date:		Application processed by:	

Applicant Signature: _____

Signature verifies that applicant has read, understands all of the information on the application above and agrees with information provided.