



**SUPPLEMENTAL APPLICATION
VARIANCE
APPLICANT INFORMATION**

Name _____

Date _____

WHAT IS A VARIANCE?

The Estacada Development Code allows for variances from the dimensional standards (such as setback, height and lot size requirements) of the ordinance under certain conditions. Standards may be modified when strict compliance would cause an undue or unnecessary hardship.

WHAT IS NEEDED FOR APPROVAL?

All variances are discretionary and MAY be permitted after evaluation according to criteria in the Estacada Development Code. The Planning Commission or City Council must make written findings to support their decision. The applicant is responsible for providing evidence to support the variance request, according to the criteria in Section 16.100 of the Estacada Development Code.

WHAT ARE CHANCES FOR APPROVAL?

Staff cannot predetermine the decision on this or any application. A decision of approval or denial will only be made after the complete application is processed. This includes review of citizen and agency comments. The decision is based on criteria appropriate to this application as listed in the code. In order to address the necessary criteria, the information requested in this supplemental application should be as thorough and complete as possible.

APPLICATION PROCESS

Variance permits are subject to the public hearing process and public notice. Public comments received from property owners, agencies and other interested parties may affect the decision on the application. Special conditions may be attached to any approval. All Variance applications are reviewed at a public hearing before the Estacada Planning Commission or City Council. The Planning Commission decision may be appealed to the Estacada City Council, and to the State Land Use Board of Appeals (LUBA) by the applicant or any other interested person.

STAFF WILL ATTACH THE FOLLOWING PERTINENT INFORMATION:

- | | | | |
|-------|----------------------|-------|------------------------------|
| _____ | Land Use Application | _____ | City Code 16.100 |
| _____ | Sample Plot Plan | _____ | Standards of Underlying Zone |

HOW LONG WILL IT TAKE TO GET A FINAL DECISION ON AN APPLICATION?

Approximately 60 days for applications scheduled before the Planning Commission or 90 days if appealed to the Estacada City Council.

COMPLETE APPLICATIONS REQUIRE THE FOLLOWING:

1. Land Use Application – Information on applicant and land involved in application.
2. Supplemental Application – Information requested on this form. Please be as complete and thorough as possible. Use additional sheets as necessary.
3. Application Fee.
4. Plot Plan drawn to scale on 8.5” x 11” or 8.5” x 14” paper, showing the property and your proposal. See sample plot plan.
5. Type of Variance Requested.

Please answer the following:

_____	Lot Size	Required _____	Reduced to _____
_____	Road Frontage	Required _____	Reduced to _____
_____	Front Setback	Required _____	Reduced to _____
_____	Rear Setback	Required _____	Reduced to _____
_____	Side Setback	Required _____	Reduced to _____
_____	Other	Required _____	Reduced to _____

JUSTIFICATION CRITERIA: See Estacada Planning Code 16.100 for specific requirements. Then describe the following:

1. Hardship– How will compliance with zoning requirements create a hardship? Describe AT LEAST ONE of the following that apply:
 - A. Physical characteristics: What are the exceptional or extraordinary circumstances that apply to the property, which do not apply generally to other properties in the same zone or vicinity, and result from lot size or shape, topography or other circumstances over which the owners of the property, since the enactment of the ordinance, have had no control?

- B. Limits on Development: Why is a variance necessary so that, the property owner, can enjoy a property right, the nature of which owners of other property in the same zone or vicinity possess?

2. Address ALL of the following:

- A. Explain how this variance would not be materially detrimental to the purpose of this ordinance, or to property in the zone or vicinity in which the property is located, or otherwise conflict with the objectives of any City plan or policy.

- B. Explain why the identified hardship is not self-imposed?

- C. Explain why the requested variance is the minimum variance which would alleviate the hardship?