

CITY OF UMATILLA
VARIANCE APPLICATION

Pursuant to the provisions of Sections 10-13-1 of the Umatilla Zoning Code, application is hereby made for a variance for the following described property:

Name of Applicant _____ Phone _____

Mailing Address _____

Name of Owner _____ Phone _____

Mailing Address _____

Property Description: Map No. _____ Tax Lot _____

Addition _____ Block _____ Lot _____

For metes and bounds description, please attach legal description.

Street Address _____

Zoning District _____

Variance request to allow: _____

IMPORTANT!: NO VARIANCE SHALL BE GRANTED ALLOWING THE USE OF PROPERTY FOR PURPOSES NOT AUTHORIZED WITHIN THE ZONE FOR THAT PROPERTY. Oregon's Land Use Planning Laws and Umatilla Zoning Code require the Planning Commission to make "findings of fact" with regard to variance requests. The findings provide justification to either approve or deny the application. Read the questions that follow and answer them as completely as you can; use additional sheets if necessary. Your responses will be used by the City to make findings and evaluate the merits of your request. The chances of a successful application depend upon the adequacy of the arguments you present to justify approval of the application. If you have any questions or desire assistance in completing this application, the planning staff is available to assist you. **HOWEVER, THE APPLICANT HAS THE BURDEN OF PROOF REGARDING ALL REQUESTS FOR A LAND USE ACTION.**

1. What unnecessary or undue hardship is caused by a literal interpretation of the Zoning Code requirements that is unique to the property in question because of special and unusual circumstances related to the property. Explain.

2. Do exceptional or extraordinary conditions apply to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size, topography or other circumstances over which the applicant has no control? (NOTE: These exceptional circumstances should relate to the land rather than persons.) Explain:

3. Why is the variance necessary for the preservation of property right of the applicant substantially the same as is possessed by owners of other property in the same zone or vicinity?

4. Explain why the authorization of the variance would not be materially detrimental to the purposes of the Zoning Code, be injurious to property in the zone or vicinity in which the property is located, or be otherwise detrimental to the objectives of any development pattern or policy.

5. Explain why the variance requested is the minimum variance from the provisions and standards of the Zoning Code, which will alleviate the hardship.

Additional Information To Be Furnished by Applicant:

1. Evidence that applicant is owner or purchaser of the property or has written permission from the owner to file the application.
2. Two copies of plans and specifications, drawn to scale, showing the actual shape and dimensions of the lot to be built upon; the sizes and locations on the lot of existing and proposed structures; the intended use of each structure, the number of families, if any to be accommodated thereon; the relationship of the property to the surrounding area, the location of any existing highways, streets, easements and public utilities.

NOTE: If the application is deemed incomplete, the City will notify the applicant of what information is missing within 30 days of receipt of the application and allow the applicant to submit the missing information. The application shall be deemed complete upon receipt of the missing information. If the applicant refuses to submit the missing information, the application shall be deemed complete on the 31st day after the governing body first received the application.

The Umatilla Planning Commission meets the 4th Thursday of the month. Umatilla City Council generally meets on the 1st and 3rd Tuesdays of each month. Because of public notice requirements, this application must be returned to City Hall no less than four weeks before the public hearing date. For further information, contact Umatilla City Hall, 300 6th St., PO Box 130, Umatilla, OR 97882 or telephone (503) 922-3226.

The above statements are true to the best of my belief and knowledge. The undersigned understands that the Planning Commission requests my attendance, or my representative, at any meeting(s) where this request is scheduled for consideration, that the Planning Commission retains the right to approve or deny this request, and that the Filing Fee is \$100.00 *plus the actual cost for mailing and publishing notices, recording documents and consulting fees of professionals used by the City to review the application.*

Signature: _____
Applicant

Receipt #: _____

Date Received: _____