Town of Granville 1947
WEST VIRGINIA

Application for Zoning Variance

Date: _____

Applicant:

Name:	
Address:	
Phone:	Email:

Property Information:

Street Address:	
Tax Map:	Tax Parcel:
Current Zoning:	

Narrative:

Describe the specific use and the standard for which the variance is sought (additional sheet(s) may be attached):

Attest: I hereby certify that I am the owner of the named property, or that this application is authorized by the owner and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. The granting of a variance does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction. I certify that the information submitted herein and attached hereto is true and accurate and understand that if found otherwise may result in the denial of this request or subsequent revocation of an and all related approvals. The undersigned has the power to authorize and does hereby authorize Town of Granville representatives on official business to enter the subject property as necessary to process the application and enforce related approvals and conditions.

You or a representative MUST attend the scheduled hearing to present this request and answer questions. Failure to appear at the hearing will result in your variance petition being tabled and potential delay of you project.

_____ _____

Printed Name of Applicant/Agent Signature of Applicant/Agent

_____

Date

Site Plan: This application must be accompanied by a site plan illustrating the following information, unless otherwise stipulated by the Planning Commission or Board of Zoning Appeals.

- ✓ **Vicinity Map**: Vicinity map showing all adjacent properties and nearby streets within a 300-foot radius around the project site, drawn or illustrated at an appropriate scale.
- ✓ **Site Plan**: A site plan drawn to scale at a minimum 1" = 50' and a maximum of 1" = 10' and include the following:
  - The actual dimensions, size, square footage and shape of the lot to be built upon as shown on an actual survey by a licensed land surveyor or registered design professional licensed by the State of West Virginia and as authorized by West Virginia State Law.
  - The exact sizes and locations of any existing structures on the lot, if any.
  - The location(s), square footage(s) and dimensions of all proposed principal, accessory and/or temporary structure(s) and/or alterations.
  - The location of the lot with respect to adjacent rights-of-way.
  - Parking Plan. The location and dimensions of off-street parking and means of ingress and egress for such space.
  - Required and proposed setbacks.
  - Buffer yard location and landscaping and screening plan, if applicable. Landscaping Plan should be a separate drawing based on the site plan.
  - Location of garbage collection area and screening.
  - Location of existing and/or proposed signage, if applicable
  - Roadway typical detail for internal roadways, if applicable
- ✓ Additional information that may be required by the Planning Commission or the Board of Zoning Appeals including building elevations/renderings, floor plans, traffic impact study, existing and proposed grading plans, erosion and sediment control plan, stormwater management plan, etc.

Findings of Fact: The Board of Zoning Appeals may grant a variance request only if each of the following "Findings of Fact" criteria are determined to be in the positive. Applicants must give their own responses to the following statements.

1. ***The variance will not adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents because:***

2. ***The variance arises from special conditions or attributes which pertain to the property for which a variance is sought, and which were not created by the person seeking the variance because:***

Findings of Fact:

3. ***The variance will eliminate an unnecessary hardship and permit a reasonable use of the land, because:***

4. ***The variance will allow the intent of the zoning ordinance to be observed and substantial justice done, because:***

OFFICE USE ONLY:

Zoning Administrator Notes:

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_____

Signature of person reviewing: _____

Date

Variance Application Fee:	**150.00**
Other:	

Application Received and Processed By: _____

Total Fee

Date: _____

Fees Paid: Yes No

Submitted to Planning Commission: _____

Application: Approved Denied

Submitted to Board of Zoning Appeals: _____

Application: Approved Denied

Approval/Denial Notes: _____

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