



APPLICATION TO THE BOARD OF ADJUSTMENT FOR A VARIANCE

For Office Use Only

Fee: **\$150.00** Receipt #: _____ Date Received: _____ Hearing Date: _____

Name: _____

Authorized Agent (if applicable): _____

Phone # (____) _____ Cell # (____) _____ Fax # (____) _____

Email: _____

Mailing Address: _____

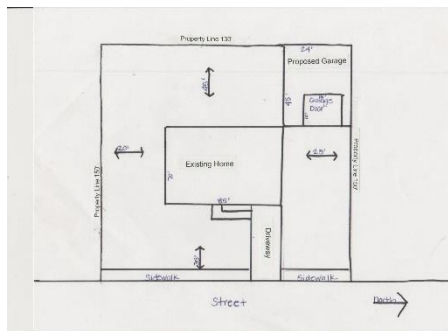
Address of Proposed Adjustment/Appeal: _____

Zoning District: MSC RM6 MR6S HSC MR15
(Circle One)

Application Requirements

- Completed Variance Application Form
- Signed & Notarized Affidavit Form
- Application Filing Fee \$150.00
- Written response to questions
- A list of all property owners located within 300 feet of exterior boundaries of the subject property. Contact Beaver County Recorder’s Office at 435-438-6484 for this information.
- Plot Plan drawn to scale including the following:
 - Minimum paper size of 8 ½ X 11
 - Property boundaries and dimensions
 - Existing and proposed buildings, parking, landscaping and signs.
 - North Arrow

Sample Plot Plan →



If you feel additional information is needed such as photographs or further written response, please attach them to the application.

Please respond to the following questions:

1. Does literal enforcement of the zoning ordinance cause an unreasonable hardship for the applicant that is not necessary to carry out the general purposes of the zoning ordinance? If yes, why?

2. Are there special circumstances attached to the property that do not generally apply to other properties in the same district? If yes, what are they?

3. Is granting the variance essential to the enjoyment of a substantial property right possessed by other property in the same district? If yes, why?

4. Will the variance substantially affect the Milford City General Plan and will it be contrary to the public interest? If no, why?

5. Will the spirit of the zoning ordinances be observed and substantial justice be done if the variance is granted? If yes, why?

PROPERTY OWNER AFFIDAVIT

STATE OF _____ §
COUNTY OF _____

I (we), _____, being duly sworn, depose and say that I (we) am (are) the owners(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I also acknowledge that I (we) have received written instruction regarding the process for which I (we) am (are) applying and the Milford City Staff have indicated they are available to assist me in making this application.

DATED this _____ day of _____ 20____.

Property Owner Signature

Property Owner Signature

Subscribed and sworn/affirmed to before me this ____ day of _____, 20____.

Notary Public

My Commission Expires: _____

AGENT AUTHORIZATION AFFIDAVIT

STATE OF _____ §
COUNTY OF _____

I (we), _____, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s), _____, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application and to act in all respect as our agent in matters pertaining to the attached application.

DATED this _____ day of _____ 20____.

Property Owner Signature

Property Owner Signature

Subscribed and sworn/affirmed to before me this ____ day of _____, 20____.

Notary Public

My Commission Expires: _____

Additional Information on Variances

The Milford City Board of Adjustment may grant a variance only if all of the following apply:

1. *Literal enforcement of the zoning ordinance would cause an unreasonable hardship for the applicant that is not necessary to carry out the general purposes of the zoning ordinance.*
2. *There are special circumstances attached to the property that do not generally apply to other properties in the same district.*
3. *Granting the variance is essential to the enjoyment of a substantial property right possessed by other property in the same district.*
4. *The variance will not substantially affect the general plan and will not be contrary to the public interest.*
5. *The spirit of the zoning ordinance is observed and substantial justice done.*

Procedures for Determination of Application Completeness

