

**Variance Application**  
COWETA COUNTY BOARD OF ZONING APPEALS

**A PRE-SUBMITTAL MEETING SHALL BE SCHEDULED NO LATER THAN ONE (1) WEEK PRIOR TO THE APPLICATION DEADLINE**

Name of Applicant(s): \_\_\_\_\_

Address of Applicant(s): \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Address of Subject Property: \_\_\_\_\_

Property Tax I.D. #: \_\_\_\_\_

**Definition of Variance:** A variance is a relaxation of the terms of the ordinance where such variances will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of the ordinance would result in unnecessary and undue hardship. As use in the ordinance, a variance is authorized only for height, area, and size of structure, or size of yards, and open spaces; establishment or expansion of a use otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of non-conformities in the zoning district or uses in an adjoining zoning district.

Ordinance listing for proposed use: Article \_\_\_\_\_ Section \_\_\_\_\_ Item \_\_\_\_\_

Brief description of requested use: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's reason for not conforming to the Zoning Ordinance: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What extraordinary conditions concerning the property/structure/property, warrants a variance or variances?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provide suggested mitigated measures, if any, to reduce the impact if the variance is granted. If no, mitigation is proposed, the request must include an explanation of why none is being proposed.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please provide the following information with the variance request:

- A copy of Warranty Deed.
- If the applicant is not the owner of the property, submit a notarized letter from the property owner giving applicant permission to file.
- Plat of the property indicating all existing and proposed structures in relation to the nearby streets, property lines, and driveways; dimensions are to be accurate (1 copy and an electronic file of plat in PDF or JPEG format).
- Total feet of encroachment/distance from property line.
- Application Fee (see attached Fee Schedule).

Date filed: \_\_\_\_\_ Signed by: \_\_\_\_\_

Print name: \_\_\_\_\_