

## VARIANCE APPLICATION

This application is for a Variance before the City Board of Appeals. The form must be completed in accordance with directions on the accompanying instructions and filed with the Zoning Administrator at Public Works, 545 W. Clay Street, Valley Center, Kansas 67147-0188 or FAX: (316) 755-7324. An incomplete application will not be accepted. For questions, call (316) 755-7310.

Property owner(s) Name & Address \_\_\_\_\_

Phone \_\_\_\_\_ fax# \_\_\_\_\_

Petitioners Name & Address \_\_\_\_\_

Phone \_\_\_\_\_ fax# \_\_\_\_\_

Contact email address \_\_\_\_\_ Contact Cell Phone \_\_\_\_\_

Relationship of applicant to property is that of \_\_\_\_\_ Owner \_\_\_\_\_ Tenant \_\_\_\_\_ Lessee \_\_\_\_\_ Other \_\_\_\_\_

Variance Requested:

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Address/Location of Request \_\_\_\_\_

Parcel number(s) \_\_\_\_\_

Property Zoning is now \_\_\_\_\_

The applicant or his/her authorized agent acknowledges all of the following:

1. That he/she has received instruction material concerning the filing and hearing of this matter.
2. That he/she has been advised of the fee requirements established and that the fee accompanies this application.
3. That he/she has been advised of his/her rights to bring action in the District Court of the County to appeal a decision of the Board of Zoning Appeals.
4. That all documents are attached to this petition as noted in the instructions.

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Applicant	Date	Agent (If any)	Date
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**Office use only**

A pre-application meeting occurred with the applicant on \_\_\_\_\_. This application was received at \_\_\_\_\_ (am) (pm) on \_\_\_\_\_, 20\_\_\_\_ by the Zoning Administrator acting on behalf of the Board of Zoning Appeals. It has been checked and found to be complete and accompanied by the required documents and a nonrefundable fee of **\$200**.