



Town of Wilbur • 14 NW Division • Wilbur, WA 99185 • 509-647-5821

APPLICATION FOR VARIANCE

(For office use only)

Application No. _____
Date of Filing _____
Date of Hearing _____
Date _____
Fee Received _____

Zone _____
Block/Lot _____
Area Map _____
Rec'd by _____
Council Action _____

Applicant: _____

Mailing Address: _____

Phone number: Work _____ Home _____ Date of Filing _____

The undersigned applicant(s) is/are the legal owner of the property described as follows (Provide legal description, including parcel number, tract, lots, block, etc.):

The property for which this application is made is located at: (Give street address, if any, or location by reference to streets, alleys, property lines, etc.)

Above described property was acquired by applicant on the ____ day of _____, _____.
The present zoning of subject property is: _____

REQUEST: Applicant requests a variance on the above-described property for the following reasons (Explain what is intended to be done on the property, why that action does not conform with existing zoning regulations and what adjustment is sought.):



For the Town Council to grant a variance, the applicant must show that all the following criteria are satisfied: 1). That special or unique circumstances are present on the property, 2). That the neighborhood character would not be altered and, further, that the use or development of the adjacent property would not be impaired, 3). That the granting of the variance would not be materially detrimental to the public welfare or injure property or improvements in the vicinity or zone in which the property is located, and 4). That the granting of the variance would not conflict with the Town of Wilbur Comprehensive Land Use Plan.

Supply the following information accurately and completely:

1. Describe the special circumstances applicable to the lot or tract (e.g. size, shape, topography, or location of the lot; surroundings; trees or vegetation; other physical conditions).

2. Explain why the variance would neither alter the character of the neighborhood nor impair the use or development of adjacent property.

3. Explain why the variance would not be detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated.

4. Explain why the variance would not conflict with the general purposes and objectives of the Town of Wilbur Comprehensive Land Use Plan.



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AFFIDAVIT

I, _____, do herewith swear to be the owners(s) of the property involved in this application and that the foregoing statements and answers and list of affected property owners herein contained and the information herewith submitted are, in all respects, true and correct to the best of my knowledge and belief.

(Owners)

(Telephone number)

(Mailing address)

This is to certify that the foregoing application has been received this _____ day of _____, _____.

Town Clerk



PLEASE READ BEFORE COMPLETING APPLICATION:

A variance is the means by which property owners are granted modifications from the strict application of zoning code provisions. In the Town of Wilbur, the Town Clerk receives and processes the application and fees, the Town Building Inspector and the Public Works Supervisor review the application and provide Town Council with a recommendation, a public hearing is held and Council makes the decision as to approval or denial of the variance request.

The public hearing will be held within 21 days of receipt of the completed application. Council will then have 30 days in which to reach a decision. Variance is not official until applicant pays current Lincoln County recording fees. Variance stays with the property

REQUIREMENTS FOR FILING A VARIANCE APPLICATION

1. Non-refundable Filing Fee of \$150.00
2. Application Form
3. Map
4. Plot Plans
5. Photographs and other exhibits

1. The Town of Wilbur requires the applicant to pay a \$150.00 non-refundable fee for the first hearing when the variance application is filed. A \$75.00 fee is required for each additional hearing, due beforehand.

2. In preparing your application, all questions must be answered accurately and neatly. This is an official document and must be kept in good order. The application must be filled out completely and signed by the owner(s) of property. Signatures of contiguous property owners within one hundred feet from the boundary of the property will be sent notice of the public hearing.

3. A map of the area showing each lot within 300 feet of the exterior boundaries of the subject property and the zoning application of the area must accompany the application.

4. Two (2) PLOT PLANS showing the exact dimensions of the property to an appropriate engineer's scale (1" = 50', etc.), all existing and proposed buildings or improvements and their setbacks, tree and ground cover, adjoining streets, watercourses, roads and highways, access points, fencing, ingress, egress, and any other information that will illustrate your proposal must be included with the application. If new building construction is involved, a floor plan showing conditions and proposed changes must be submitted

5. Photographs of the subject property on a scale large enough to illustrate the variance request are helpful for making a decision and may be submitted with this application.

6. Upon approval of variance, applicant is required to pay Lincoln County document recording fees.

Submit the application, map, plans, property owner signatures and filing fee to the Town of Wilbur Clerk's Office in Town Hall at 14 NW Division St. The application must be complete in every respect (all questions answered) before it can be certified as received.

