



Planning Department
700 W US Highway 67
Venus, Texas 76084
972-366-3348 extension 206
www.cityofvenus.org

Variance Application

APPLICANT INFORMATION

Property Owner: _____ Signature: _____

Street: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Email Address: _____

Authorized Agent: _____ Signature: _____

Street: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ E-mail Address: _____

PROPERTY INFORMATION:

Legal Description: _____

Subdivision Name: _____

Street: _____ City: _____ State: _____ Zip Code: _____

Parcel ID #: _____ Approximate Acreage: _____

Present Property Zoning: _____ Existing Land Use: _____

REASON FOR APPEAL:

A variance will not be granted to relieve a self-created or personal hardship, nor shall be based solely on economic gain or loss. Information provided here by the applicant does not guarantee the variance will be granted. Answer these questions in regards to satisfying the variance criteria set forth by state law:

- Explain how the enforcement of the zoning ordinance will create an unnecessary hardship or practical difficulty in the development of the affected property.
- Explain how the situation causing the hardship or difficulty is or is not self-imposed
- Explain how the relief sought will or will not injure any permitted use of adjacent conforming property
- Explain how the granting of a variance be in harmony with the purpose of these regulations

Variance Application Requirements

Please submit the following items along the completed application and appropriate fees. The project cannot be scheduled for consideration unless all items are marked complete.

ITEM	DESCRIPTION	MARK	INITIALS
1	Variance Application		
2	Application Fee		
3	Property Survey		
4	Metes & Bounds Description		
5	Warranty Deed		
6	Site Plan/ landscape/fencing plans, etc.		
7	If not owner, Authorization Letter from Owner		
8	Written statement describing variance(s) request		
9	Any other information (elevations, pictures, etc.).		

I understand that in accordance with State Law and Zoning Ordinance, no later than ten (10) days prior to consideration by the Planning and Zoning Commission:

A notice will be published in the Midlothian Mirror describing the request and the date, time, and location of the public hearing; and

Notices will be mailed to all property owners within 200 feet of the tract describing the request and the date, time, and location of the public hearing.

I understand that while all requirements for the submittal or a variance request may be complete, the Planning Commission and City Council are the only authorities for the consideration and approval or denial of the request.

OFFICE USE ONLY

Staff Recommendation	<input type="checkbox"/>	Approved	<input type="checkbox"/>	Denied
Planning & Zoning	<input type="checkbox"/>	Approved	<input type="checkbox"/>	Denied
City Council	<input type="checkbox"/>	Approved	<input type="checkbox"/>	Denied

Case #

Comments: