



CITY OF JACKSONVILLE
110 E. Main St. – P. O. Box 7, Jacksonville, OR 97530
Phone: (541) 899-6873 Fax: (541) 899-7882

Office Hours:
Mon - Tues - Thurs – Fri - 8:30am – 2:00pm
Wednesday: Closed to the public all day

Filing Fee: **\$720.00**

Receipt #: _____

VARIANCE APPLICATION

SUBJECT PROPERTY _____

***A 200' FOOT VICINITY MAP AND MAILING LABELS ARE REQUIRED FOR ALL APPLICATIONS REQUIRING A HEARING ~ Contact a local Title company and request 2 sets of labels OR go to the Jackson County website at: <http://www.co.jackson.or.us>. & follow the instructions on the “intro & tips” tab.**

TOWNSHIP 37 RANGE 2w SECTION _____ TAX LOT# _____

ZONING _____ SQUARE FEET _____

APPLICANT _____

MAILING ADDRESS _____

PHONE #: _____ FAX #: _____ E-MAIL: _____

APPLICANT'S AGENT _____

MAILING ADDRESS _____

PHONE #: _____ FAX #: _____ E-MAIL: _____

APPLICANT'S AND/OR OWNER'S INTEREST IN PROPERTY SUBJECT TO VARIANCE REQUEST:

- AGENT (with written Power of Attorney)
- FEE OWNER
- CONTRACT PURCHASER

NATURE OF VARIANCE REQUEST _____

PLEASE COMPLETE THE FOLLOWING REQUIRED CHECKLIST:

- SITE PLAN AND/OR ELEVATIONS (Or other depiction or documents indicating the nature of the variance request)
- ASSESSOR'S PLAT(S) (Depicting property subject to this application and properties within 200' feet of subject property)
- NAME & ADDRESS OF PROPERTY OWNERS WITHIN 200' FEET OF SUBJECT PROPERTY (*see instructions for mailing labels)
- LEGAL DESCRIPTION OF PROPERTY SUBJECT TO VARIANCE REQUEST
- EVIDENCE IN SUPPORT OF REQUISITE FINDINGS OF FACT

FINDINGS OF FACT: In order for the Planning Commission to grant a variance to the provisions of the Land Development Regulations, it must be found, based upon statements, plans, and supportive evidence provided by the applicant, that all of the following conditions exist (attach additional pages as necessary).

1. Exceptional or extraordinary conditions applying to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size or shape, topography or other circumstances over which the applicant has no control.

2. The variance is necessary for the preservation of the property right of the applicant substantially the same as is possessed by owners of other property in the same zone or vicinity.

3. The authorization of the variance shall not be materially detrimental to the purposes of the land development regulations, be injurious to property in the zone or vicinity in which the property is located or is otherwise detrimental to the objectives of any city development plan or policy.

4. The variance request is the minimum variance from the provisions and standards of the land development regulations which will alleviate the hardship.

This application is hereby submitted, and the statements and information are true and complete to the best of my/our knowledge.

APPLICANT'S SIGNATURE _____ DATE _____

***IMPORTANT NOTE TO APPLICANTS:**

After receipt of a completed application form and filing fee, the City Planner will schedule the matter for a public hearing before the Planning Commission. It is strongly recommended that the applicant or the applicant's representative attend the Commission meeting in order to speak on behalf of the requested variance application. Applications must be submitted to the city Planner and found to be complete at least twenty-one (21) days prior to the meeting date. Prior to consideration by the Planning Commission, the application will be scheduled for a Site Plan Committee meeting for review and recommendations which will then be presented to the Commission at the public hearing, in addition to the Planning Staff report.