



CITY OF ARTESIA PLANNING & ZONING

APPLICATION FOR ZONING CODE VARIANCE

A non-refundable variance application fee of \$100 is due prior to the application being placed on the Planning & Zoning Commission agenda. The deadline for agenda items will normally be the 2nd Wednesday of each month.

**Meeting & application dates subject to change.

Name: _____ Date: _____

Address of variance location: _____

Lot _____ Block _____ Subdivision _____

Mailing Address if different: _____

Property owner Name & Address (if different from above) _____

Type of variance requested (please explain) _____

Reason for request _____

Will this variance affect anyone else and how? _____

Are there any Right-Of-Way issues (such as encroachments)? Is so, explain _____

Alternate Plan should the variance not be permitted? _____

Please attach supporting documentation for both the variance request and any alternate plan such as: site plan of the property showing street & alley dimension from front & back yard lot lines to the structure, dimensions from neighbors' property (include roof overhangs), additional structures, etc.

SIGNATURE: _____