



Board of Adjustments and Appeals
Oldham County Planning and Development Services
Application for Variance

For Staff Use Only:

Date: _____ Docket No: _____ Staff: _____ Fee: _____

This application must be submitted in person at the Planning and Zoning Office.

General Information: *(A separate application must be submitted for each Board of Adjustments request.)*

Name of Applicant(s): _____

Project Name: _____

Project Address: _____

City: _____ Is the project within the incorporated city limits? _____

Subdivision Name: _____ Current Land Use: _____

Parcel ID: _____ Current Zoning: _____ Lot Size: _____

Please explain/describe the requested Variance:

Are there any past or present related Planning and Zoning cases on this property? If yes, please list the cases:

Signatures:

Owner(s):

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

Applicant(s): (if other than owner)

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

Contact:

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

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Justification:

The Board of Adjustments and Appeals requires that each applicant respond to the following four questions (Please refer to the attached checklist for further explanation):

1. What are the specific conditions related to this request that are unique only to the applicant's land and do not exist on other land in the same general vicinity, or in the same zoning district?

2. If this variance were not granted, how would this deprive the applicant of reasonable use of the land in a manner equivalent to uses permitted to other landowners in the same zoning district?

3. Are the unique conditions and circumstances a result of actions of the applicant taken after the adoption of the zoning regulations from which relief is sought?

4. How will the variance preserve, and not harm, the public safety and welfare of the public and maintain the essential character of the neighborhood?

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Submittal Checklist:

- _____ 1. Complete Oldham County Planning and Zoning Variance Application. (Owner's signature is required.)
Justification Section:
1. Examples of specific conditions include size of property, location of existing structure, topography, etc.
 2. What will happen if the Variance is not granted?
 3. Did the applicant create the need for the Variance? If not, please explain why this is not the case.
 4. Will the Variance harm the surrounding properties? Are there similar situations in other parts of the community?
- _____ 2. Required Variance Fee as listed below:
a.) Residential-Detached \$200.00 b.) Non-Residential: \$400.00 c.) Industrial: \$600.00
Residential-Attached \$300.00
- _____ 3. Notice fees equal to \$5.00 per adjoining property owner.
- _____ 4. Mailing Labels for all adjoining property owners, including name and address of all 1st tier adjoining parcels. 1st tier adjoining parcels include all those that border the property, including those across streets. (*See note below for PVA directions)
- _____ 5. Property information for the project location as listed by the Property Valuation Administration (PVA). (*See note below for PVA directions)
- _____ 6. A copy of the current recorded deed along with any applicable easement deeds or maintenance agreements. Include any surveys of the property, if available.
- _____ 7. Eight copies of a plan showing existing conditions and including:
- _____ Property Boundaries and easements with dimensions.
 - _____ Location and exterior dimensions of existing structures.
 - _____ Location and dimensions of any proposed structures.
 - _____ Location and dimensions of any existing or proposed signs.
 - _____ Location of any parking areas and/or driveways.
 - _____ Distances between any existing and proposed structures to the property boundaries.
 - _____ Current property zoning and neighboring property zoning.
 - _____ Name and address of project property owner and all adjoining property owners.
 - _____ Adjoining Streets with labels.
 - _____ Vicinity Map showing location of property in relation to nearest major intersection.
 - _____ North Arrow.
 - _____ Highlight, in yellow, the location of the requested Variance.
 - _____ Label the dimensions of the requested Variance.
- _____ 8. Photos and other supporting documents.

** Accessing PVA information: Property information may be accessed on the internet at www.oldhampva.com. In order to search for a property, users must select "Tax Payer Info" from the left column then select "Property Search". Once located, users may print the information using the print command on their internet browser. For adjoining property owners or further assistance contact PVA at 110 W. Jefferson Street in LaGrange or at (502)222-9320.*