



Zoning Variance Application - Form 0400
 Department of Planning and Community Development
 P.O. Box 217, Independence, VA 24348
 Voice -276-773-2471 Fax-276-773-3673
 www.graysongovernment.com

Last Name, First					
Mailing Address					
City		State		ZipCode	
Daytime Phone			E-mail		
Property Owner If Different			Tax Map Number		
911 Address/Site			Acreage of Parcel		
City		State		ZipCode	

A variance is an authorized deviation from certain zoning requirements because of special characteristics of the property, a hardship not generally shared by property holders in the same district or vicinity, and granted because the hardship prohibits reasonable use of the property. The Board of Zoning Appeals will evaluate the application to ensure that the application meets these criteria. If the applicant cannot show that they meet these criteria then a variance may not be granted. Please use the space below to comment on why your application meets this criteria.

A variance requires that a public hearing be held, that public notice be issued in the paper and that notices are sent to adjacent property owners. This informs the public of the variance request and allows them to issue comments. Variances must not be granted if the variance creates detriment to adjacent property or to the character of the zone district. Variances will run with the land and the property must have been acquired in good faith. Do you understand these requirements? **If so please sign here:**

If the Board of Zoning Appeals grants the variance the applicant will be required to submit a zoning application for a zoning permit and acquire building permits when necessary. The variance will not allow a change in permitted uses of a zone district or create a rezone. A change in use or a zone change will require a Special Use Permit or a Rezone application.

It is the responsibility of the applicant to provide a site plan or legal survey of the property which accurately reflects the following characteristics. **1)** Tax Map Number of lot on record in Grayson County **2)** Parcel boundaries and relationship to adjacent parcels **3)** Main access to the property, including street names and right of ways. Right of ways must show legal description and width reflected in feet. **4)** General characteristics of the property including all structures existing and planned. **5)** Other information which is deemed necessary for proper review. Please attach the site plan or survey to this application.

The Board of Zoning Appeals meets once a month. The application for a variance and a fee must be received in the Zoning Department at least three weeks prior to this meeting date to facilitate the public hearing notices in the paper. The fee for a variance is _____ and must be paid before the application is processed. The next available meeting date to hear the application is _____. The applicant will need to attend the Board of Zoning Appeals meeting. The decision of the Board of Zoning Appeals will be issued in writing. If the applicant wishes to appeal the decision of the Board of Zoning Appeals they must do so in accordance with State Code of Virginia, 1950. Do you understand these requirements? **If so please sign here:**

I certify that all information listed on this application is true and correct to the best of my belief and knowledge. Incorrect or misleading information provided by the applicant may invalidate any variances granted by Grayson County. By signing this application I grant permission for an agent of the Zoning Department to visit my site to prepare for the variance application on behalf of the Board of Zoning Appeals.

Date: _____ **Signature (Property Owner):** _____

OFFICE USE ONLY - Zoning Variance Application - Form 0400 - Revised 05/07/12

Zoning District: _____

Property Ownership Review: _____

Subdivision Review: _____

Floodplain Review: _____

Application Complete: _____ **Fee \$** _____

Health Dept Review: _____

Fee Paid On: _____

Public Hearing Notices Sent: _____

Building Official Consulted: _____

Paper Notified: _____

VDOT Review: _____

BZA Ruling: _____

Variance Permit Number: _____

Date: _____