



City of Garden Ridge

9400 Municipal Parkway
Garden Ridge, Texas 78266-2366
(210) 651-6632
Fax (210) 651-9638

Planning and Zoning Form 2
APPLICATION FOR VARIANCE
(Type or Print)

1. Date: _____ Case #: _____

2. Applicant Name: _____
(First) (Middle) (Last)

3. Mailing Address: _____
(Street)

(City) (State) (Zip)
Phone: ()-

4. Applicant's relationship to property:
Sole owner () Part owner () Other; _____
(Specify)
(If not sole owner, furnish a notarized letter of authorization from all owners as attachment 1.)

5. Property location: _____
(Street address or street property front)

6. Legal description:
Plat: Lot(s) _____ Block(s) _____
Subdivision; _____
Acreage: _____ (If acreage, provide separate metes and bounds description as attachment 2.)
Property Deed recorded in Comal County Volume # _____ Page # _____

7. Cite City Ordinance number, page and paragraph from which variance is needed: _____

8. State what you want to do instead: _____

9. Give reason why a variance should be granted (cost alone is not acceptable): _____

10. If you are requesting a variance from City Ordinance 13 requirements, give a dimensioned map with north orientation, scaled 100 or 200 feet per inch, of the property to be rezoned showing all streets and parcels of land within 300 feet of the property as attachment 3. Key each adjoining land parcel to a list of current owners and addresses as attachment 4.



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11. Give site plan showing location, dimensions and uses of existing or proposed structures, easements, water sources, fences, curb cuts, street and alley right-of-way lines within one foot of property for which variance is requested, on another map of larger scale, as attachment 5.

12. Identify any deed restrictions on agriculture, residential, business or other use. If none, so state: _____

13. The undersigned hereby requests that the variance identified in this application are granted, in accordance with Garden Ridge City Ordinance 13. I consent to the posting of hearing notices on the said property. I understand that the information provided herein might be used by the City of Garden Ridge for sending required notices to adjacent property owners, if required. I bear full responsibility and liability for any losses or costs incurred by the City, or others, caused by errors or omissions in this application.

14. Applicant Signature: _____

____ Attachments:

1. Owner(s) letters of authorization, if applicable
2. Metes and Bounds description of property, if applicable
3. Map of property
4. List of adjacent property owners
5. Site plan
6. Check for variance fee per Garden Ridge City Ordinance 11.

----- CITY USE ONLY -----
 VARIANCE REQUEST

		Date
City Admin.:	Application received	_____
	Application verified	_____
	Fee received \$ _____ Check # _____	_____
	Application sent to P&Z	_____
P&Z:	Owners' acceptance of application	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
	Public hearing conducted, if required	_____
	P&Z decision on variance	_____
City Council:	P&Z recommendation to City Council	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
City Admin.:	Public hearing conducted, if required	_____
	Applicant notified of Council Decision	_____
	Zoning ordinance change published, if required	_____