



CITY OF WHITE SALMON

VARIANCE PERMIT

VARIANCE APPLICATION INSTRUCTION

A variance is a method by which property owners are granted modifications to the strict application of the specific provision of *Chapter 17.80.058 of the White Salmon Municipal Code* due to a hardship beyond the control of the applicant. Variances do not permit property to be used in a manner other than that provided in the codes. This process is intended to review situations where uniform zoning application would unduly burden one property more than other properties in the area.

Please complete all portions of the attached application. You may provide any additional information you desire to support your application, i.e.: pictures, maps, letters etc. Your application will be reviewed by City Staff and upon completion, notice of the public hearing on the variance application will be advertised in “The Enterprise” and mailed to adjacent land owners. The public hearing will be scheduled with the Planning Commission within three to five weeks after submittal of the completed application.

The following is a list of the information to be submitted for a variance application:

1. ☐ Application form
2. ☐ Impact Fee - \$750.00 plus twice the actual cost of postage per letter of notification.
3. ☐ Environmental Review Fee - \$400.00, if applicable.
4. ☐ Area sketch – Show location of property and contiguous properties.
5. ☐ Plot Plan – Shows location on property including adjacent driveways, buildings, and easements. Dimensions of all improvements to property lines.
6. ☐ Radius Search – A list of names and mailing addresses of all adjacent property owners that abut the subject property of the variance location.

Date: _____ Physical Address: _____

Applicant: _____

Representative for Applicant: _____

Telephone: _____

Mailing Address: _____

Email: _____

CHAPTER 17.80.058 – VARIANCE PURPOSE AND CRITERIA

Application for variances from the terms of this title; provided, that any variance granted shall be subject to such conditions as will assure compliance with the following purpose and criteria:

1. Purpose. The purpose of the variance process is to provide a mechanism whereby the city may grant relief from the provisions of this chapter where practical difficulty renders compliance with the provisions of this chapter an unnecessary hardship, where the hardship is a result of the physical characteristics of the subject property and where the purpose of this chapter and of the city comprehensive plan can be fulfilled.
2. Scope. This section shall apply to each application for a variance from the provisions of this chapter.
3. Application Submittal and Contents. The application for a variance shall be submitted to the city on forms provided by the city, along with the appropriate fees established by city fee regulations. The application shall include all materials required pursuant to application requirements.
4. Permit Review Process. Variance applications shall be processed as a Type II decision according to the procedures set forth in Title 19.
5. Approval Criteria. The decision maker may approve or approve with modifications an application for a variance from the provisions of this chapter if:
 - a. The variance will not constitute a grant of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zoning district in which the subject property is located;
 - b. The variance is necessary because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zoning district in which the subject property is located;
 - c. The granting of the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zoning district in which the subject property is located;
 - d. The special circumstances of the subject property make the strict enforcement of the provisions of this chapter an unnecessary hardship to the property owner;
 - e. The special circumstances of the subject property are not the result of the actions of the applicant;
 - f. The variance is the minimum necessary to fulfill the purpose and the need of the applicant;
 - g. The variance is consistent with the purposes and intent of this chapter;
 - h. The variance is consistent with the goals and policies of the city comprehensive plan; and
 - i. The fact that property may be utilized more profitably will not be an element of consideration before the decision maker.

VARIANCE APPLICATION

To the White Salmon Planning Commission...

Describe the Modification of the terms of the White Salmon Zoning Ordinance requested: _____

Purpose of the variance: _____

Complete legal description of property: _____

Common description of the property: _____

Address of the property involved: _____

Zone in which property is located: _____

Dimensions of the land: _____

Current Land Use of Site: _____

Current land use to the:

North: _____ East: _____

South: _____ West: _____

Floor space of buildings:

Existing: _____ Additional: _____ Entire: _____

VARIANCE APPLICATION (CONTINUED)

How many cars may be parked off the street on these premises: _____

Other Parking Provisions, Describe: _____

Name of each owner of the property involved and mailing address: _____

What are the exceptions or extraordinary circumstances which lead to applicant to believe this is entitled to a variance?

The applicant(s) hereby certifies that all the above statements and the statements in any exhibit and plot plans transmitted herewith are true; and the applicant(s) acknowledge that any permit issued based on false statements transmitted herewith may be revoked.

Applicant Signature: _____