

**TOWN OF TUSAYAN**  
**845 Mustang Street**  
**P.O. Box 709**  
**Tusayan, AZ 86023**  
**(928) 638-9909**

**APPLICATION FOR VARIANCE**

Application No.: \_\_\_\_\_ Date Received: \_\_\_\_\_ Fee: \$ \_\_\_\_\_

Receipt No.: \_\_\_\_\_ Received by: \_\_\_\_\_

In order to expedite processing of this application for a Variance, and to eliminate unnecessary delays to the applicant, the Zoning Administrator will not accept this application unless all items have been checked off, and this application form has been signed and dated. In addition, all information is to be submitted in a neat and legible format, and all drawings drawn to scale.

In the event errors or omissions are discovered, the application will be deemed incomplete, and will be returned to the applicant for revision.

**APPLICATION IS HEREBY MADE TO THE ZONING ADMINISTRATOR THAT:**

Property Owner: (Attach sheet if more than one property owner.)

Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Address: \_\_\_\_\_ Cell No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant: (Attach sheet if more than one applicant.)

Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Address: \_\_\_\_\_ Cell No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**BE GRANTED A VARIANCE TO PERMIT:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Property Address or Location: \_\_\_\_\_

\_\_\_\_\_

Assessor's Parcel Number(s): \_\_\_\_\_

Legal Description of Property(s): \_\_\_\_\_

General Plan Land Use Designation: \_\_\_\_\_

Zoning of Subject Property: \_\_\_\_\_

Applicant's explanation for requesting this variance: \_\_\_\_\_

**NOTE TO APPLICANT: Please check each of the following items when completed and made a part of this application.**

- Copy of Deed of Record.
- Two (2) copies of a site plan (24" x 36"), including eight (8) reduced copies (8 1/2" x 11") indicating the following: Location and boundaries of the property, dimensions of all lot lines, names and location of all bordering streets and alleys, size and dimensions of all on-site buildings (existing and proposed), design and layout of vehicular access, on-site parking and loading areas, location of trash bins, location of all free-standing signs (existing and proposed), location of all walls or fences, direction of existing and proposed drainage, scale, north arrow and date.
- Location of all exterior mechanical equipment.
- Depict all on-site signs (existing and proposed) including size, height, material, color and lighting.
- Identify all landscape areas (existing and proposed); itemize types, size and spacing of plant material.
- Four (4) sets of site plans, floor plans, and elevations of the proposed building.

The Planning and Zoning Commission will review and consider all aspects of this request for a variance before making a determination to approve, conditionally approve, or deny the request. The ruling of the Planning and Zoning Commission will be final unless an appeal is filed with the Town Council in accordance with §2.170 of the Zoning Code.

Prior to rendering a decision, the Planning and Zoning Commission, or upon appeal to the Town Council, shall find that the following apply:

- That strict or literal interpretation and enforcement of the specified regulation would result in practical difficulty or unnecessary hardship no otherwise shared by others in the surrounding area or vicinity; and
- That there are exceptional or extraordinary circumstances or conditions applicable to the property involved, or to the intended use of the property, that do not apply generally to other properties in the vicinity and under the same zoning classification; and
- That strict interpretation and enforcement of the specified regulation would deprive the applicant of privileges enjoyed by the owners of other properties in the vicinity and under the same zoning classification; and
- That granting of this variance will not constitute a grant of special privilege inconsistent with the limitations on other properties in the vicinity and under the same zoning classification; and
- That granting of this variance will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity; and
- That granting of this variance is consistent with the objectives and policies of the Town's General Plan and Zoning Code.

**APPLICANT'S SIGNATURE AND DATE INDICATES COMPLETION AND INCORPORATION OF THE ABOVE-MENTIONED ITEMS INTO THIS VARIANCE APPLICATION.**

I certify that I am the record owner or authorized agent, and that the information filed is true and correct to the best of my knowledge.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Owner's Signature**

\_\_\_\_\_  
**Date**