

Application to the
Mason County Board of Adjustment or City of Maysville Board of Adjustment
For a VARIANCE
From the Maysville/Mason County Land Use Management Ordinance

TO THE APPLICANT: Complete this application in full, providing as much information and detail as possible. Attach all plats, drawings photographs, or any other information which will assist the Board in reviewing your application. The applicant is responsible for having property lines located and marked. This application must be submitted, along with the application fee, not later than ten (10) days prior to the Board's meeting. **LATE OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

The following statute is applicable to all variance requests and will be strictly followed by the Board.
Kentucky Revised Statute §100.243:

- (1) Before any variance is granted, the board must find that the granting of the variance will not adversely affect the public health, safety, or welfare, will not alter the essential character of the general vicinity, will not cause a hazard or a nuisance to the public, and will not allow an unreasonable circumvention of the requirements of the Land Use Management Ordinance. In making these findings, the board shall consider whether
 - (a) The requested variance arises from special circumstances which do not generally apply to land in the general vicinity, or in the same zone;
 - (b) The strict application of the provisions of the regulation would deprive the applicant of the reasonable use of the land or would create an unnecessary hardship on the applicant; and
 - (c) The circumstances are the result of actions of the applicant taken subsequent to the adoption of the Land Use Management regulation from which relief is sought.
- (2) The Board shall deny any request for a variance arising from circumstances that are the result of willful violations of the Land Use Management Ordinance by the applicant subsequent to the adoption of the Land Use Management Ordinance from which relief is sought.

Requests for variances require notification of all adjoining landowners, who will have an opportunity to attend the meeting and voice any comments they may have. It is advisable to contact your neighbors prior to them receiving a meeting notice. The applicant and/or representative must be present at the meeting. The Board is not familiar with your property and will review and decide your application based only on what information you provide to them. Please completely fill out the information requested below in order to aid the Board in determining if there are any unusual conditions or circumstances which justify your application for a variance.

Name of Applicant: _____ Phone No. _____
Applicant Address: _____
Applicant's relationship to property: owner tenant/lessee agent other _____
Property Address: _____ Land Use Classification: _____
Property located in: Unincorporated Mason County City of Maysville
Owner's name (if not applicant): _____ Phone No: _____
Owner's Address: _____

VARIANCE REQUESTED FOR:

BUILDING SETBACK: front from _____ ft. to _____ ft. rear from _____ ft. to _____ ft.
side from _____ ft. to _____ ft. side from _____ ft. to _____ ft.
other _____

Variance requested for new building addition other _____

Building/addition size: _____ Use: _____

Attach a detailed site plan showing a footprint of the lot, location of all existing buildings, proposed new buildings or additions, and indicate the distance from all property lines to the nearest point of existing buildings. Indicate the name of all adjoining property owners.

SIGN DIMENSIONS: sign area from _____ ft. to _____ ft.
sign height from _____ ft. to _____ ft.
sign setback from _____ ft. to _____ ft.
other _____

Type of sign: fascia pole/pylon projecting

Attach a scaled or dimensioned drawing of proposed signs. For a pole or pylon sign, attach a site plan showing the location of the pole and sign from the property lines.

List all property owners who adjoin the subject lot on all sides, front and rear. Include those directly across any street or alley. The records of the Property Valuations Administrator (located at the Courthouse complex) are to be relied upon for this information. Attach additional sheets if necessary.

<u>Name</u>	<u>Mailing Address</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Variance applications are reviewed in accordance with Kentucky Revised Statutes Chapter 100 and section 404 of the Maysville/Mason County Land Use Management Ordinance. The applicant is responsible for providing complete and accurate information and should be familiar with the aforementioned statutes and ordinances. Unless otherwise provided by the Board, all approvals are void if not implemented within one (1) year of approval.

APPLICANT SIGNATURE: _____ DATE: _____

OWNER SIGNATURE: _____ DATE: _____

FOR OFFICE USE ONLY:

Date reviewed: _____ approved approved w/conditions or changes denied