



PROGRESS IN MOTION

CITY OF FRISCO

DEVELOPMENT SERVICES DEPARTMENT

GEORGE A PUREFOY MUNICIPAL CENTER

6101 FRISCO SQUARE BLVD 3RD FLOOR FRISCO, TX 75034

TEL: (972) 292-5301 FAX: (972) 292-5313

WWW.FRISCOTEXAS.GOV

Memorandum

To: Variance Applicant

From: Development Services Department

Date: April 13, 2018 (eff. November 17, 2014)

Subject: Variance Application Submittal Requirements

Please provide the following items (below) with the completed Variance Application for a variance request:

- Ten (10) copies on 11" x 17" (ledger-sized) paper of the plot plan, survey, or site plan with the requested area for the variance clouded to indicate the location;
- A Filing Fee of \$150.00; and
- The property owner's signature with complete notary block.

If requesting a variance of an existing structure, please include 2-3 photographs that will show the structure placement in relation to your property and adjacent properties.

Following receipt of the completed Variance Application, along with the required items and Filing Fee, Frisco will schedule your request for consideration at a future Board of Adjustments meeting. You will be notified of the Board of Adjustments meeting date.

Frisco City will prepare and send notices via the USPS to property owners within two-hundred (200') feet of the property before the Board of Adjustments scheduled meeting date.

If you have any questions, please call Development Services at (972) 292-5300.



APPEAL TO THE BOARD OF ADJUSTMENT
City of Frisco, Texas
Case No. _____

FILING FEE: 150.00
Receipt No. _____
Receipt Date _____

PLEASE TYPE OR PRINT USING BLACK INK

DATA RELATIVE TO VARIANCE REQUEST:

Street Address: _____ Zoning District: _____
Lot Number: _____ Block Number: _____ Addition: _____

TO THE HONORABLE BOARD OF ADJUSTMENT:

Applicant Applicant's Phone Number

Applicant's Street Address City State Zip

In accordance with the provisions of the Comprehensive Zoning Ordinance, appeal is now made to the Honorable Board of Adjustment to grant the following variance request:

The Board must determine that all the following conditions are met. State how your request meets the conditions. **Please note that the stated hardship may not be financial or self-induced.**

a. The requested variance is not contrary to the public's interest:

b. The requested variance does not violate the intent of the Zoning Ordinance, as amended:



c. The requested variance allows the spirit of the Zoning Ordinance to be observed and substantial justice done:

d. The requested variance would not cause injury to or restrict development on any other parcel of land:

e. The requested variance is not needed merely to promote economic gain or to prevent economic loss:

f. A literal enforcement of the Zoning Ordinance would result in an unnecessary hardship. An unnecessary hardship only exists when a variance is needed to permit development of a specific parcel of land that differs from other parcels of land by being of such a restrictive area, shape, or slope that it cannot be developed in a manner commensurate with the development upon other parcels of land with the same zoning:

g. The unnecessary hardship, if any, is neither self-created nor personal to the owner of the parcel of land:



PLEASE CHECK ONE:

_____ I will present this variance request at the Board of Adjustment meeting.

_____ My authorized representative will present this variance request on my behalf. My authorized representative, who will present this variance before the Board of Adjustment is:

Name (Please print) Telephone Number

Representative's Street Address City State Zip

IF APPLICANT IS NOT PROPERTY OWNER, COMPLETE THE FOLLOWING:

Property Owner (Please Print) Telephone Number

Street Address City State Zip

Tenant Name (Please Print) Telephone Number

Street Address City State Zip



STATE OF TEXAS

County of _____

Subscribed and sworn to before me this _____ day of _____, 20____, by _____, who, on his/her oath certifies that the above statements are true and correct to the best of his/her knowledge.

_____ My commission expires: _____
(Notary Public)

I do hereby certify that the above statements are true and correct to the best of my knowledge.

(Applicant's Signature) (Date)

If the owner of the subject property is not the applicant, by signing below, the owner authorizes the applicant or his/her authorized representative to make this application on his/her behalf and to appear before the Board of Adjustment.

(Owner) (Date)