



# Planning & Zoning

## Variance Request

### PROPERTY DETAIL

Property Street Address: \_\_\_\_\_

Property Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Abstract/Subdivision \_\_\_\_\_ Phase \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ email: \_\_\_\_\_

### DEVELOPMENT CODE VARIANCE DETAIL

CITY CODE (S) APPEALING: § \_\_\_\_\_

State hardship or situation, which you feel, justifies action by the appeals board: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Variance Requested** – BE SPECIFIC [Ex.: Variance to reduce the required number of trees from 10 to 6]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### REQUIRED MATERIALS FOR SUBMITTAL WITH APPLICATION

Initial Below	Checklist	City Use
	Copy of Denial Letter from City Official (If Applicable)	
	Property Boundary Survey or Plot Plan	
	Drawing Illustrating the Requested Variance	
	Photographs of Structure / Property	
	Check or Cashier's Check made out to the City of Murphy for the appropriate fees	



**APPLICANT AGREEMENT: (COMPLETE IF YOU ARE NOT THE PROPERTY OWNER)**

I understand that filing this application does not constitute approval and incomplete applications will result in delays and possible denial. I further understand that the filing fee is non-refundable regardless of the action of the board.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed in the foregoing instrument and acknowledge to me that he executed the same for the purposes and considerations therein expressed, and in the capacity therein stated.

GIVEN under my hand and seal of office, this \_\_\_\_\_ day of \_\_\_\_\_, AD, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas, County of \_\_\_\_\_

**OWNER AGREEMENT:**

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Date)

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed in the foregoing instrument and acknowledge to me that he executed the same for the purposes and considerations therein expressed, and in the capacity therein stated.

GIVEN under my hand and seal of office, this \_\_\_\_\_ day of \_\_\_\_\_, AD, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas, County of \_\_\_\_\_

**COMMISSION ACTION**

DATE: \_\_\_\_\_ ACTION: \_\_\_\_\_

\_\_\_\_\_  
Secretary of the Commission (Attest)

\_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Date: \_\_\_\_\_