

SBA VARIANCE REQUIREMENTS

Variance Requirements Regarding Hardship

- _____ Determine that a hardship exists
- _____ The literal enforcement of the ordinance would work an unnecessary hardship.
- _____ The piece of property is unique and contains properties or attributes not common to other similarly situated properties.
- _____ The need for the variance was not created by the applicant.
- _____ The hardship cannot be financial alone.
- _____ The granting of the variance will not be injurious to the public health, safety, and welfare, or defeat the intent of the philosophy contained in the Zoning Ordinance.

SITE PLAN REQUIREMENTS

- _____ A scale drawing showing any proposed public or private street(s) and alley(s); building site(s) or building lot(s); any area(s) proposed for dedication, or reserved as parks, parkways, playgrounds, utility and garbage easements, school sites, street widening, street changes; points of ingress and egress from existing public streets and an accurate survey of the tract boundary.
- _____ Topography with contour interval of not less than two foot (2') intervals.
- _____ Where multiple types of land use are proposed, a land use plan delineating the specific areas to be devoted to various uses shall be required.
- _____ Where building(s) are proposed, a site plan showing the locations of each building and the minimum distance between building(s), and between building(s) and the property lines, street lines and/or alley lines shall be submitted.
- _____ The square footage of each proposed building on the site.
- _____ Front, side, and rear building elevations of all proposed structures.
- _____ The height of the building(s) and type of construction materials.
- _____ A plan indicating the arrangement and provision of off-street parking, off-street loading, and points of entry from adjoining thoroughfares.
- _____ Landscape Plan.
- _____ Fire lanes as designated by the Fire Department.
- _____ The location of all fire hydrants.
- _____ A table showing land area, building area, parking area and a ratio of building area and land area, and a ratio of building/parking area and land area.
- _____ The location of all outdoor facilities for waste disposal.
- _____ The type, location, height, and orientation of all external illumination facilities.
- _____ The location, size, height, and orientation of all proposed signs.
- _____ The 100 year flood plain and floodway limit locations. Specify flood plain map number and date.
- _____ A drainage plan shall be made a part of the Site Plan for the development projects influenced by or containing major drainage ways or containing flood prone areas as determined by the City Engineer.
- _____ A table of performance standards if deemed necessary by the Zoning Administrator because of the characteristics of the activities to be conducted on this site.
- _____ All pedestrian walks, malls, and open area(s) for use by tenants or the public; the types of surfacing of such paving or turbing to be used at all locations on the site.
- _____ Scale, north arrow, date of site plan preparation, and name(s) and address(es) of those responsible for the preparation of the site plan.