



**Variance Application Form**

<b>FOR CITY USE ONLY</b>
Submitted

PROJECT NAME:
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**A. Variance Application** - The following must be submitted with the application (6 sets):

	1. A completed master land use application.
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	2. The filing fee required pursuant to Bonney Lake Municipal Code Chapter 3.68
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	3. 2 SETS of mailing labels that include the names and addresses of adjoining property owners within 600 feet of all sides of the subject property along with stamped No. 10 envelopes that include a return label for the city: City of Bonney Lake, P.O. Box 7380, Bonney Lake, Washington, 98391. Include a vicinity map that shows the 600 foot radius and numbered to correspond with list of mailing labels. Please provide source of mailing information and date generated.
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	Explanation (a written narrative) of any modifications sought from the code standards. Variances must meet the following criteria for approval as defined in the BLMC Chapter 14.110.
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<b>Note the following:</b>	5. In determining whether a variance should be granted, the hearing examiner shall not approve the variance unless it meets all of the following criteria:
	a. The variance is consistent with the purpose and intent of the relevant city ordinances and the comprehensive plan.
	b. The variance shall not constitute a grant of special privilege which would be inconsistent with the permitted uses, or other properties in the vicinity and zone in which the subject property is located.
	c. The variance is necessary because of special circumstances relating to size, shape, topography, location, or surroundings of the subject property and such variance will provide use rights and privileges permitted to other properties in the vicinity, located in the same zone as the subject property and developed under the same land use regulations as the subject property requesting the variance.
	d. The granting of the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated.
	e. Alternative development concepts in compliance with the existing code having be evaluated and undue hardship would result if such adherence to code provision is required.
	f. The variance granted is the minimum necessary to accommodate the permitted uses proposed by the application.
	g. The basis for the variance request is not the result of deliberate actions of the applicant or property owner.



**B. Additional Submittal Requirements**

	1. A site plan showing location and ground elevations of buildings related to the action, parking areas, landscape areas, and other development features. <b>(6 copies)</b>
	2. All natural features including, but not limited to, topography (2' intervals), wetlands, streams, and steep slopes.
	3. Location of the existing and proposed access and traffic circulation.
	4. Scale (minimum of 1" = 50') and north arrow.
	5. Setbacks (in feet) of all structures from existing and proposed lot lines.
	6. All existing and proposed lot line dimensions.

Additional information may be required by the City. The applicant will be notified in writing if additional information is necessary.

**C. Signature and Authorization to work**

**Please Note:** In order to help work out any potential problems before the formal submittal, the City of Bonney Lake encourages applicants to attend a pre-application meeting.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**If you have any questions, please call the Planning and Community Development Department at 253-862-8602 ext. 356.**