

CITY OF CLARK FORK

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For City Use Only			
Date Received			
Fee Type	Fees	Paid	
Application Fee	\$500.00		
Receipt Number			

VARIANCE APPLICATION

(Please type or print)

GENERAL INFORMATION

1. Applicant Information

Name: _____

Address: _____

Telephone: (H) _____ (W) _____

Email: _____

2. Property Owner Information (if other than applicant)

Name: _____

Address: _____

Telephone: (H) _____ (W) _____

Email: _____

3. Location of Affected Property: _____

Legal Description: Addition _____ Block _____ Lot(s) _____

Parcel No.: _____ Total Parcel Size: _____

Current Zoning: SFR HC NC LI

4. Project Information

Request for Variance From:

- Lot Size Requirement
- Lot coverage Requirement
- Parking Space Requirement
- Building Height Requirement
- Setback Requirement
- Front Yard – from _____ ft to _____ ft
- Rear Yard – from _____ ft to _____ ft
- Side Yard - from _____ ft to _____ ft

Other (please specify) _____

The proposed activities and use shall be shown on an attached plot plan. Plot plan will be drawn to a standard engineer's or architect's scale when appropriate.

Project Narrative:

Please include a narrative statement demonstrating that the requested variance conforms to the following standards:

- a. That special conditions and circumstances exist which are peculiar to the land, structures or buildings in the same district.
- b. That a literal interpretation of the applicable sections of the City Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of said City Ordinance.
- c. That special considerations, conditions, and circumstances do not result from actions or desires of the applicant.
- d. That granting the variance requested will not confer on the applicant any special privileges that are denied by the City Ordinance to other land, structures or buildings in the same district.

Application Submittal:

This application must be completed and submitted with the below described items to the City Staff at least 7 days prior to the Regular City Council Meeting at which the application is to be considered by Council or the application will not be processed until the next Regular City Council Meeting.

The following items must be submitted with this application before it will be processed:

- 1. Application Fee
- 2. Plot Plan, drawn as specified
- 3. Floor Plans, drawn to scale (*when appropriate*)
- 4. Elevation Drawings, drawn to scale (*when appropriate*)

COMPLIANCE

- 1. In the event of failure to comply with the plans approved by Council, or with any conditions imposed, the permit shall be immediately revoked and shall be automatically null and void.
- 2. Where plans are submitted and approved as part of the application, modifications of the original plans may be required by Council as a condition of approval.
- 3. Where plans approved by Clark Fork City Council are modified following such approval, such plan modifications must be submitted to and determined by City staff to be in substantial conformance with the plans approved by Council. If plan modifications are not in substantial conformance, the plan modifications must be resubmitted to Council as an amendment.

The City Council may request additional information in specific circumstances in order to assist the City Council in reviewing this request.

The City Council reserves the right to **not** officially accept this application until all of the required information is submitted. The date of the City Council review will be established by the City Council upon acceptance of a complete application.

I hereby certify that all information submitted herewith are true and correct to the best of my knowledge.

Applicant's Signature

Date

Owner's Signature

Date

Approved by Council or Mayor on _____.

Mayor

Date