

## Sign Appeals Application

### 1. Identification

**Applicant Name**

**Signature**

Address

City/State/Zip Code

Phone (     )

Fax (     )

Interest in the Property (e.g. fee simple, land option, etc.)

**Property Owner** (if other than applicant)

Address

City/State/Zip Code

Phone (     )

Fax (     )

Brief description of request:

- 2. Criteria for Variance from the Sign Regulations.** The Board of Zoning Appeals may hear requests for variances from these regulations. A variance may be granted by the Board only in cases involving practical difficulties or unique conditions regarding the sign and/or its location. The burden of proof lies with the applicant. Requests for variances shall be reviewed for compliance with the following:

Variances may be granted for any one (1) of the following conditions:

1. The applicant has demonstrated a variance is needed due to a practical difficulty on the site, such as varied topography, horizontal or vertical road curvature, or presence of structures or desired trees that limits visibility of a sign on the premises. Describe the practical difficulty involved with the application.

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2. A variance is warranted due to the relatively large size of the site, frontage or building. Indicate how the size of the site, frontage or building warrant consideration of a variance.

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3. A variance would significantly improve the conformity of an existing sign. Describe how.

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**3. Criteria for APPEALS.**

To grant a variance for one of the conditions specified above, all of the following standards must also be met. Explain how each is met.

- a. The inability to conform with the regulations is due to a practical difficulty or unique condition that includes more than mere inconvenience or mere inability to attain a supposed higher financial return.

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- b. That the alleged practical difficulties or unique condition, or both, are exceptional and peculiar to the property of the person requesting the variance, and result from conditions which do not exist generally throughout the city.

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- c. That allowing the variance will result in substantial justice being done, considering the public benefits intended to be secured by the regulations, the individual practical difficulties that will be suffered by a failure to grant a variance, and the rights of others whose property would be affected by the allowance of the variance, and will not be contrary to the public purpose and general intent of these regulations.

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d. The variance granted is the minimum necessary to allow the applicant to have a reasonable outlet for free speech and meet the intent of these sign regulations.

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e. The variance will not adversely affect the health, safety and welfare of the public.

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**4. Completing the Application.** The following checklist includes all documents required for Planning Commission to consider the appeal. You will be contacted by the CED Department with your hearing date.

- Completed application form.
- Application fee.
- 1 electronic version and 3 copies of computer-generated photographs indicating the sign on the building/property with dimensions, material specifications, colors and other pertinent information about the proposed variance to assist the Board in making its decision.