

DATE RECEIVED:

CITY OF NOME
Variance Application

PERMIT NO.

NCO 5.10.090 (Building Code) – Variances – It is recognized there are special cases where unusual physical features (including small lot size), location within a commercial or historic district, special design features which can be incorporated into the structure, and the limited building season which make strict application of the foregoing regulations unreasonable. Variances are intended to allow a relaxation of the terms of these regulations in such cases. A variance shall not be granted merely for reason of financial hardship or inconvenience. An applicant may request a variance from the Planning Commission. The Planning Commission must meet within fourteen days from the time a completed application is received in the Clerk's Office. Upon receipt of a completed application, the City Clerk shall provide notice of the application and the date of the Planning Commission meeting at which the application will be heard by regular mail to all adjacent property owners.

Denials may be appealed to the Board of Adjustment.

The Planning Commission may impose restrictions and conditions as necessary to assure complete compliance with the foregoing regulations is reasonable.

The Planning Commission may grant a variance only if the Planning Commission believes, based upon the facts placed before the Commission by the applicant, the City, and members of the public, that **all** of the following are true:

- 1) The variance is needed in order to provide the applicant or property owner rights to commonly enjoyed by other similarly situated properties in the same district or neighborhood;
- 2.) The applicant or property owner did not cause the condition that requires the variance;
- 3.) The variance is not requested simply to save the applicant or property owner money;
- 4.) The variance is not requested merely because complying with the regulations is inconvenient;
- 5.) Unusual physical features make strict application of the applicable regulations unreasonable;
- 6.) The variance requested is the minimal variance needed in order to alleviate the hardship to the applicant or property owner resulting from strict application of the applicable provisions of ordinance or regulation;
- 7.) Granting of the variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing local laws, ordinances or regulations;
- 8.) The variance will not permit a land use in a district in which that use is prohibited.

Subdivisions - General Provisions 70.012 - The following process shall apply to variances.

The City Clerk shall give notice of the public hearing in the following manner:

- a. By publication of a notice in a newspaper of general circulation within the City not less than five (5) days nor more than twenty (20) days prior to the date of hearing
- b. By sending notices by mail at least five (5) days but not more than twenty (20) days prior to the date of hearing to the property owners and residents of property who are not owners of property adjacent to the exterior boundaries of the property involved. The names and addresses of owners as shown in the records of the tax assessor and land use maps of the City will be used for this purpose. Where mailing addresses are not available, the notice will be delivered directly.
- c. **Failure to send notices to persons specified in this section or failure of a person to receive a notice shall not invalidate the proceedings.**

Applicant: _____

Phone #: _____

I am requesting the Planning Commission consider a variance in reference to a:

(Please check one)

Preliminary Plat/Subdivision Application _____

Building Permit Application _____

Block #: _____ Lot #: _____ Tax Lot #: _____

For the following reason(s):

- ☐ Set Back from Lot Line
☐ Lot Size
☐ Off Street Parking
☐ Permitted Work Suspended

Other reason(s):

Signature of Applicant

Date

Proof of notice will be provided to the Planning Commission with this application. A copy of this variance request shall be posted in the Office of the City Clerk for public information purposes and shall remain posted until the variance is acted upon by the Planning Commission.

This request will be heard before the Nome Planning Commission on _____. Applicant or representative attendance is required.

Planning Commission Additional Variance Restriction or Conditions:

A variance hearing on this permit was held by the Planning Commission at a meeting held

_____ and this permit _____ was / was not approved.

BUILDING PERMIT REFERENCE NO: _____

Chairman, Planning Commission

Date

City Clerk's Office

Date

FEES: REGULAR MEETING : \$200.00
SPECIAL MEETING: \$300.00

Receipt #: _____

Date Paid: _____

Fee \$: _____