



## VARIANCE APPLICATION & REVIEW PROCESS

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### Why Do I Need A Variance?

A Variance allows a deviation in the City's land use rules (zoning) to meet a special need. While these rules are intended to promote such things as quality of life, increased property values and the safety of residents, it is sometimes possible to deviate from these rules through the variance process.

### The Variance Application & Review Process Is As Follows:

**Step 1:** Consult with staff to determine the need and appropriateness of a variance. Application must demonstrate hardship (a need for a change).



**Step 2:** Submit variance application, supporting documentation, and the \$200 filing fee.



**Step 3:** Applicants and nearby property owners will receive notification by mail of the proposed variance and the date of a public hearing. Public notice will also be posted in the local newspaper.



**Step 4:** A public hearing will be held with the Zoning Board of Adjustments and Appeals. This meeting will be scheduled when the application review process is complete. The meeting will be held in Council Chambers at City Hall, located at 300 W. Main St., Denison, TX.



**If Variance is Approved:** Obtain a building permit.

**If Variance is NOT Approved:** Please meet with staff to discuss other options.