



# CITY OF ARROYO GRANDE

## COMMUNITY DEVELOPMENT DEPARTMENT

### VARIANCE

The following list includes all of the items you must submit for a complete application. Some specific types of information may not apply to your particular project and, as noted, some items may only be required in certain circumstances. If you are not sure if a specific requirement applies to your project, please ask the Community Development Staff. A copy of this list will be used to check your application for completeness after it is submitted. If your application is not complete, a copy of the list will be returned to you with additional requirements noted.

FOR STAFF USE ONLY			
DATE SUBMITTED	DATE DEEMED COMPLETE	CHECKED BY	CASE NUMBER

Applicant	City	REQUIRED ITEMS
<input type="checkbox"/>	<input type="checkbox"/>	1. Completed application form. Payment in full of applicable fees for processing the application.
<input type="checkbox"/>	<input type="checkbox"/>	2. See Specification Sheet, attached to the application, for "Posting of Project Signs."
<input type="checkbox"/>	<input type="checkbox"/>	3. Two (2) sets of typed, gummed labels on 8-1/2" x 11" sheets listing the names, addresses, and assessor's parcel number of all <b>property owners</b> within a radius of <b>300 feet</b> of the <b>exterior boundaries</b> of the subject property, along with copies of the applicable assessor's parcel map book pages.
<input type="checkbox"/>	<input type="checkbox"/>	A. The mailing labels can be provided by the Community Development Department for an additional fee.
<input type="checkbox"/>	<input type="checkbox"/>	4. Statement of the precise nature of the Variance or exception requested and the hardship or practical difficulty that would result from the strict interpretation and enforcement of this ordinance. Supporting reasons on why each of the following findings can be made in the affirmative shall be included in this statement:
<input type="checkbox"/>	<input type="checkbox"/>	A. The strict or literal interpretation and enforcement of the specified regulation would result in practical difficulty or unnecessary physical hardship not otherwise shared by others within the surrounding area.
<input type="checkbox"/>	<input type="checkbox"/>	B. There are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties in the same zoning district.
<input type="checkbox"/>	<input type="checkbox"/>	C. The strict or literal interpretation and enforcement of the specified regulation would deprive the applicant of privileges enjoyed by other property owners in the same zoning district.
<input type="checkbox"/>	<input type="checkbox"/>	D. The granting of the Variance will not constitute a grant of special privilege inconsistent with the limitations on other properties in the same zoning district.
<input type="checkbox"/>	<input type="checkbox"/>	E. The granting of the Variance will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
<input type="checkbox"/>	<input type="checkbox"/>	F. The granting of the Variance is consistent with the objectives and policies of the General Plan and the intent of the Development Code.



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<input type="checkbox"/>	<input type="checkbox"/>	G. If a Variance to parking regulations is proposed, the following additional finding must be made: The granting of the requested Variance will not result in the parking of vehicles on public streets in such a manner as to interfere with the free flow of traffic.
<input type="checkbox"/>	<input type="checkbox"/>	5. Such sketches, drawings, diagrams, or photographs that may be necessary to clearly show the applicant's proposal.
<input type="checkbox"/>	<input type="checkbox"/>	6. Additional information as required by the Community Development Director.
<input type="checkbox"/>	<input type="checkbox"/>	7. Electronic copies of all document submittals in PDF format on USB or CD. Electronic plans shall include one (1) high-quality version for reproduction and one (1) version optimized for web posting.