

FORM

A

**ISLAND COUNTY PLANNING AND COMMUNITY DEVELOPMENT
APPLICATION FOR VARIANCE**

Application packages must be submitted in person to Island County Planning & Community Development. Submit the **original plus 3 copies** of the complete and collated application packages.

1. Provide the date that the parcel(s) was created and the legal description of the real property as last recorded (list here, provide on attached sheet, or Submit copy of recorded deed): _____

2. Provide names, addresses and telephone numbers of associated professional consultants such as architects or engineers not identified on cover sheet: _____

3. Specify the section of the ordinance to be varied: _____

4. Describe the ordinance requirement: _____

5. Provide a detailed description of how your proposal differs from the ordinance requirement: _____

6. Describe the reasons for the requested setback reduction. Be specific and provide as many details as possible. You may use an additional sheet if needed. _____

7. Provide a written statement addressing the Variance standards (ICC 17.03.210.D.). On a separate sheet of paper, identify how your proposal addresses each of the seven standards (listed below) for approval of a variance. Please take your time to provide complete answers and provide details about special circumstances on your site that show a variance is justified in your particular circumstances. *This is very important because a variance application can not be approved unless the applicant shows that all seven standards are met. Please do not answer the question by restating the question – a description must be provided for each question explaining why it meets the standard.*

- a. The granting of the variance shall be consistent with the purpose and intent of this Chapter and conditions shall be imposed to ensure compatibility with surrounding permitted uses.
- b. The granting of the variance will not permit the establishment of any use which is prohibited by this Chapter.
- c. The granting of the variance must be necessary for the Reasonable Use of the land or Building and the variance as granted by the County is the minimum variance that will accomplish this purpose. The findings shall fully set forth the circumstances by which this Chapter would deprive the applicant of a Reasonable Use of his land. Mere loss in value shall not justify a variance.
- d. The granting of the variance will not impair or substantially diminish property values of surrounding neighborhood properties.
- e. The granting of the variance will not confer on the applicant any special privilege that is denied by this Chapter to other lands or buildings in the same zoning classification.
- f. Any variation in setback and/or height is established based upon the factors set forth in ICC 17.03.180.S.5. The factors from that section are listed below and they must be documented in attachments to the application:
 - The typical spacing of buildings on surrounding properties;
 - Visual compatibility;
 - Solar access of adjacent structures;
 - View obstruction;
 - Fire and safety;
 - Roadway and intersection sight distance; and
 - Land forms and natural resources.
- g. The granting of the variance shall not knowingly harm, destroy, injure, damage, or deface any archaeological resource. (Note: State law restricts the release of site specific information for archaeological sites. Only the property owner(s) or their authorized agent may request information of these items from Island County Planning & Community Development.)

8. For Variances to Building Setbacks, Parking, Signage, or Tract or Parcel Size, the applicant must demonstrate the following:

The granting of the variance must be necessary for the Reasonable Use of the land or Building and the variance as granted by the County is the minimum variance that will accomplish this purpose. The findings shall fully set forth the circumstances by which this Chapter would deprive the applicant of a Reasonable Use of his land. Mere loss in value shall not justify a variance.

9. For Variances to Site Coverage Ratios, the applicant must demonstrate the criteria listed in ICC 17.03.210.D.4 are met.

For Variances to Building Heights, the applicant must demonstrate the criteria listed in ICC 17.03.210.D.3 are met.

	<p>9) Distance between property lines and existing and/or proposed structures. Also show distances between these buildings.</p>	
	<p>10) Location and width of existing and proposed driveways and/or accesses serving each structure and any parking areas. Also, label with access numbers, if assigned and provide copies of the approved access permit.</p>	
	<p>11) Indicate any and all easements (access, utility, drainage, etc.) on the property including their width. Label them with their intended use and the Auditor's File No. and provide copies.</p>	
	<p>12) Indicate location of septic tank, drain field, reserve area and tight line between house and septic tank. Show distance between drain field and reserve area to property lines. Provide copies of septic permit as-builts. Indicate if hooked up to sewer.</p>	
	<p>13) Indicate location of water lines, well, and pollution control radius. Note: A pollution control radius around an off-site well may impact your project if it overlaps onto your parcel.</p>	
	<p>14) Drainage. Location and description of all existing and proposed drainage features and systems, including natural drainage ways, culverts and ditches. Show the direction of water flow.</p>	
	<p>15) Grading plans. Show existing and proposed finished grade contours for any cut or fill 2 feet or greater in height in plan view and cross sections. Indicate quantities of fill or excavation in cubic yards. For any material exported from the site, state quantities and where the materials will be disposed. For any materials imported to the site, indicate quantity, source and type of materials.</p>	
	<p>16) Existing and type of proposed vegetation. Please be specific about the type, e.g. grasses, types of trees, etc.</p>	
	<p>17) Clearing limits. Show all areas where trees and brush currently exist and where it will be cut or removed.</p>	
	<p>18) Erosion and sedimentation control plans. Show all areas where soil will be exposed along with measures to limit the erosion and transport of silt and sediment.</p>	
	<p>19) Road distances to nearest fire hydrant, if applicant has right to use fire hydrant.</p>	