

BOARD OF ZONING APPEALS
VARIANCE OR APPEAL APPLICATION
(CHAPTER 1137 OF CODIFIED ORDINANCES)

(Please Print)

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Date of Application	
<hr/>	
Owner's Name	Applicant's Name
<hr/>	<hr/>
Street Address	Street Address
<hr/>	<hr/>
City, State, Zip	City, State, Zip
<hr/>	<hr/>
Telephone Number	Telephone Number

CHECK ONE: APPEAL VARIANCE WAIVER

APPEAL

I am appealing the decision of the City of Fairfield Zoning Inspector made on _____
Date. The reason for the appeal is: _____

VARIANCE

I request a variance to the City of Fairfield Zoning Code, Section No. _____
The reason for the variance is (state reason for undue hardship): _____

WAIVER

I request a waiver to the City of Fairfield Zoning Code, Section No. _____
The reason for the waiver is: _____

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Applicant's Signature	Date

NOTE: IF THE APPLICANT IS NOT THE OWNER OF THE PROPERTY, ATTACH AN AFFIDAVIT FROM THE PROPERTY OWNER GIVING THE APPLICANT PERMISSION TO ACT ON THE OWNER'S BEHALF.

BOARD OF ZONING APPEALS

Procedure for Submitting Applications

1. Fill out the application form in its entirety and sign.
2. By the 15th of the month preceding the BZA meeting, submit the application and 12 copies of the following:
 - Map showing properties within 200 feet of the property that the appeal, variance or waiver is being requested. Those property owners will be notified by the city of the Public Hearing.
 - Site plan drawn to scale showing the location of existing buildings and structures, new building additions or structures and all pertinent dimensions.
 - Building or structure drawings, drawn to scale.
3. A check payable to the “**CITY OF FAIRFIELD**” or cash payment in the amount to cover the cost of publishing and mailing the notices of the hearing. In no event shall it be less than twenty-five dollars (\$25).
4. The decision of the Board shall not become effective until the expiration of five (5) days from the date of the decision unless otherwise specified by the Board.
5. The findings of the Board: No variance shall be authorized by the Board unless the Board finds beyond reasonable doubt, that all of the following facts and conditions exist:
 - That there are exceptional or extraordinary circumstances applying to the property in question or to the intended use of the property that do not apply generally to other properties or classes of uses in the same zoning district.
 - That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same zoning district and in the same vicinity; and
 - That the authorizing of such variance shall not be of substantial detriment to adjacent property and shall not materially impair the purposes of the Zoning Ordinance or the public interest.

THANK YOU