



SUBDIVISION VARIANCE APPLICATION
Community Development Department, Planning Division
 316 North Park Avenue, Room 445, Helena, MT 59623
 406-447-8490; citycommunitydevelopment@helenamt.gov

Date received: _____

Fill out a separate variance application form for each variance you request.

PROPERTY OWNER: Primary Representative?

Name: _____ Primary Number: _____
 Address: _____ Other Phone: _____
 Email: _____

APPLICANT (If different from property owner): Primary Representative?

Name: _____ Primary Number: _____
 Address: _____ Other Phone: _____
 Email: _____ Company: _____

AUTHORIZED REPRESENTATIVE: Primary Representative?

Name: _____ Primary Number: _____
 Address: _____ Other Phone: _____
 Email: _____ Company: _____

Name of subject subdivision preliminary plat _____

Geocode _____

I HEREBY CERTIFY AND ACKNOWLEDGE THE STATEMENTS IN THIS APPLICATION AND ANY ATTACHED INFORMATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed: _____ Date: _____
 Property Owner

Applicant: _____ Date: _____
 (If different from Owner)

Please provide all the information requested in the Application Instructions. An incomplete application may delay the review of your request. Please Note: N/A is not an acceptable answer alone and requires an explanation if used.

1. Name of proposed subdivision _____

2. Please identify the specific City Code and subdivision requirement from which you are seeking a variance.

3. Variances from the Subdivision Regulations may be granted upon appeal in specific cases, and due to specific conditions, when the subdivider meets the burden of proving compliance with section 12-2-4 of City Code.

Describe the relevant facts showing why the variance should be granted in relation to the following criteria (submit separate sheets if needed):

A. Granting the variance will not be detrimental to the public health, safety, or general welfare, or injurious to other adjacent properties;

B. Literal enforcement of the provisions of these regulations will result in unnecessary hardship due to particular physical surrounding, shape or topographical conditions that are unique to the specific property involved and that cannot be reasonably resolved by redesigning the subdivision proposal;

C. The variance will not cause a substantial increase in public costs; and

D. The variance conforms to the City Growth Policy and City Code.

IT IS THE POLICY OF THE CITY COMMISSION NOT TO ACT ON A PROPOSAL IF THE APPLICANT/ APPLICANT'S REPRESENTATIVE IS NOT PRESENT AT THE COMMISSION MEETING.

City Planning Staff represents the City; staff cannot answer questions for the applicant.

Per 1-4-12 City Code, the taxes and assessments on the applicant's property, which is the subject of the proposed action, must be paid or payment of said taxes and assessments must be made a condition of final approval of said action by the City Commission, with the taxes and assessments to be paid within fourteen (14) days after final passage.