



**M.H. PARK VARIANCE APPLICATION**

*(512) 398-3461 • FAX (512) 398-3833  
P.O. Box 239 • Lockhart, Texas 78644  
308 West San Antonio Street*

**APPLICANT/OWNER**

APPLICANT NAME _____	ADDRESS _____
DAY-TIME TELEPHONE _____	_____
E-MAIL _____	_____
OWNER NAME _____	ADDRESS _____
DAY-TIME TELEPHONE _____	_____
E-MAIL _____	_____

**PROPERTY**

NAME OF MANUFACTURED HOME PARK \_\_\_\_\_

ADDRESS OR GENERAL LOCATION \_\_\_\_\_

LEGAL DESCRIPTION (IF PLATTED) \_\_\_\_\_

SIZE \_\_\_\_\_ ACRE(S)          ZONING CLASSIFICATION \_\_\_\_\_

**REQUESTED VARIANCE**

VARIANCE TO SECTION(S) \_\_\_\_\_ OF THE MANUFACTURED HOME PARK REGULATIONS

CURRENT ORDINANCE REQUIREMENT(S) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

REQUESTED VARIANCE(S) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **SUBMITTAL REQUIREMENTS**

IF THE APPLICANT IS NOT THE OWNER, A LETTER SIGNED AND DATED BY THE OWNER CERTIFYING THEIR OWNERSHIP OF THE PROPERTY AND AUTHORIZING THE APPLICANT TO REPRESENT THE PERSON, ORGANIZATION, OR BUSINESS THAT OWNS THE PROPERTY.

IF NOT PLATTED, A METES AND BOUNDS LEGAL DESCRIPTION OF THE PROPERTY.

A WRITTEN STATEMENT DOCUMENTING THE REASON FOR THE VARIANCE(S), INCLUDING EVIDENCE THAT THE REQUEST COMPLIES WITH THE FOLLOWING CRITERIA AS REQUIRED FOR APPROVAL OF A VARIANCE.

1. The variance arises from such condition that is unique to the property in question, where such condition was not created by an action of the property owner or applicant;
2. The particular physical surroundings, shape, or topographical condition within or adjacent to the property would result in an unnecessary hardship, practical difficulty, or inequity upon or for the owner or applicant, as distinguished from a mere inconvenience, if the provision in question were literally enforced;
3. The request for a variance is not based exclusively upon a desire of the owner or applicant for increased financial gain from the use of the property, or to reduce a personal financial hardship;
4. The variance will not adversely affect the general public health or safety, and will not substantially or permanently interfere with the appropriate use of adjacent property; and,
5. The degree of variance requested is the minimum amount necessary to allow a reasonable use of the property.

SITE PLAN, SUBMITTED ON PAPER NO LARGER THAN 11" X 17", SHOWING: 1) Scale and north arrow; 2) Location of site with respect to streets and adjacent properties; 3) Property lines and dimensions; 4) Location and dimensions of affected private streets, manufactured home stands, buildings, parking areas, fences, or other objects; and, 5) any other information applicable to the requested variance.

APPLICATION FEE OF \$\_\_\_\_\_ PAYABLE TO THE CITY OF LOCKHART AS FOLLOWS:

1/4 acre or less	\$125
Between 1/4 acre and one acre	\$150
One acre or greater	\$170 plus \$20.00 per each acre over one acre

TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS ARE COMPLETE AND CORRECT, AND IT IS UNDERSTOOD THAT I OR ANOTHER REPRESENTATIVE SHOULD BE PRESENT AT ALL PUBLIC MEETINGS CONCERNING THIS APPLICATION.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**OFFICE USE ONLY**

ACCEPTED BY \_\_\_\_\_

RECEIPT NUMBER \_\_\_\_\_

DATE SUBMITTED \_\_\_\_\_

CASE NUMBER MHPV - \_\_\_\_\_ - \_\_\_\_\_

DATE NOTICES MAILED \_\_\_\_\_

DATE NOTICE PUBLISHED \_\_\_\_\_

PLANNING AND ZONING COMMISSION MEETING DATE \_\_\_\_\_

DECISION \_\_\_\_\_

CONDITIONS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_