



# SIGN 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

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

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

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

EXISTING USE OF LAND AND/OR BUILDING(S) \_\_\_\_\_

## REQUESTED SIGN VARIANCE

VARIANCE TO SECTION(S) \_\_\_\_\_ OF THE SIGN 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. A unique physical condition exists within or adjacent to the subject tract or structure(s) located thereon which distinguishes it from others similarly situated, and which creates an exceptional hardship, difficulty, or inequity that would result from literal enforcement of the ordinance;
2. The condition or characteristic noted above is not caused by an action of the property owner, occupant, or applicant;
3. The variance is the minimum amount necessary to allow a reasonable use of the property;
4. The *sole* reason for the variance is not a desire of the owner, occupant, or applicant for increased financial gain or reduced financial hardship;
5. The variance will not adversely affect the general public health or safety, or persons residing or working in the vicinity of the proposed sign, and will not substantially or permanently interfere with the appropriate use of adjacent conforming property in the same district; and,
6. The variance will not alter the essential character of the zoning district within which the subject property is located, and is in harmony with the intent and purposes of the sign regulations.

DRAWING, 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 buildings, parking areas, and signs; 5) location and dimensions of the face and structure of the proposed sign; and, 6) 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 SV - \_\_\_\_\_ - \_\_\_\_\_

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

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

BOARD OF ADJUSTMENT MEETING DATE \_\_\_\_\_

DECISION \_\_\_\_\_

CONDITIONS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_