



VARIANCE APPLICATION **DATE:** _____

Applicant (Print): _____ **Signature:** _____

Company Name: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Property Owner Authorization Required if Applicant Different from Property Owner

Property Owner Name (print): _____ Signature: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Firm Preparing Application (if applicable): _____

Contact: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

* All correspondence should be sent to (check one): Applicant _____ Property Owner _____ Firm _____

Project Information

General Location or Address: _____

Harrisonville Properties, _____ Acres or Sq. Ft. _____

Process and Submittal Requirements

City of Harrisonville Zoning Ordinance Section 405.610

The Board of Zoning Adjustment may grant variances from the provisions of this Chapter in harmony with its general purpose and intent and may vary them only in specific instances hereinafter set forth. The Board of Zoning Adjustment, based on standards hereafter prescribed and after hearing, may decide that there are practical difficulties or hardship in the way of carrying out the strict letter of these regulations. The concurring vote of four (4) members of the Board shall be necessary to reverse any order, requirement or decision of the party appealed from or to issue an order or variance or to decide in favor of an appellant.

Step 1. Hold pre-application conference with City staff.

Step 2. Submit complete application and the following at least thirty (30) days prior to the BZA Meeting:

1. \$200 filing fee PLUS \$65.00 notice fee, payable to the City of Harrisonville
2. Letter explaining the project and why variance needed.
3. One (1) 8 1/2 x 11 electronic copy of site plan showing property, existing and proposed structures and additional important information.

Step 3. City staff publishes legal notice and sends letters to property owners within 185 feet.

Step 4. Board of Zoning Adjustments Meeting 2nd Tuesday of month at 6 PM at City Hall.

Please Answer Following Questions

The BZA may approve a variance to the provisions of the Zoning and Subdivision Regulations, but only as allowed by the regulations and only when it has made findings based upon evidence presented to it in specific cases. *Section 405.615 (A) Standards*

1. Can the property in question yield a reasonable return if used only under the regulations governing the zoning district in which it is located?

Applicant Response: _____

2. Is the plight of the owner due to unique circumstances? (*Unique circumstances include, but are not limited to, the shape, topographical conditions, or physical surroundings of the property.*)

Applicant Response: _____

3. Will the variance, if granted, alter the character of the locality and/or neighborhood?

Applicant Response: _____

For the purpose of supplementing the above standards and in determining whether there are practical difficulties or hardships, the BZA shall also take into consideration the extent to which the following facts have been established by the evidence. *Section 405.615 (B)*

1. If the strict letter of the regulation is carried out, will the physical surroundings, shape or topographical conditions of the specific property create a hardship for the owner as distinguished from a mere inconvenience?

Applicant Response: _____

2. Do the reasons for his variance apply just to this property or generally to other properties in the same zoning classification?

Applicant Response: _____

3. Has the alleged difficulty or hardship been created by any person having an interest in the property at any time after May 13, 1991, the effective date of this Chapter?

Applicant Response: _____

4. Will the granting of the variance be detrimental to the public welfare in the neighborhood in which the property is located?

Applicant Response: _____

5. Will the proposed variance impair an adequate supply of light and air to adjacent property or substantially increase the danger of fire or endanger the public safety or substantially diminish or impair property values within the neighborhood?

Applicant Response: _____

Resources

City Website	www.ci.harrisonville.mo.us
Zoning Map	https://www.ci.harrisonville.mo.us/documentcenter/view/6182
Zoning Regulations	https://www.ecode360.com/27908265
Subdivision Regulations	https://www.ecode360.com/27909481
Cass County GIS Map	https://cassgis.integritygis.com/h5/index.html?viewer=cass

Contacts

City Hall, 300 E. Pearl, Harrisonville, MO 64701		(816) 380-8900	Fax (816) 380-8910
John Morris	Building Official	(816) 380-8917	jmorris@harrisonville.com
Christina Stanton	Community Development Director	(816) 380-8922	cstanton@harrisonville.com
Jamie Martin	Administrative Secretary	(816) 380-8958	jmartin@harrisonville.com
Public Works Department, 201 W. Chestnut, Harrisonville, MO 64701			Fax (816) 380-3997
Carl Brooks	Director of Public Works	(816) 380-8964	cbrooks@harrisonville.com
Ted Martin	City Engineer	(816) 380-8964	tmartin@harrisonville.com

For Office Use Only

Case No: _____ Filing Fee. Amount Paid: \$ _____ Date: _____
Date Application Received: _____ BZA Meeting Date: _____
Note: _____