

APPLICATION FOR REQUESTING A VARIANCE

****PLEASE FILL OUT EVERY BLANK AND PROVIDE REQUESTED ATTACHMENTS.
INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED AS VALID****

DATE: ___/___/___

OWNER/APPLICANT: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBERS: (W) _____ (C) _____ (H) _____

ADDRESS OF SUBJECT PROPERTY: _____

ZONING DISTRICT: _____

TAX PARCEL ID / PPIN: _____

DESCRIBE THE NATURE OF THE VARIANCE NEEDED (i.e. setbacks, parking, etc...):

The Board of Adjustment normally meets on the fourth Monday of each month. Requests must be received at least 18 days prior to the monthly meeting in order for notice to be published in the local newspaper, so that the request can be placed on the Agenda of Meeting. All neighbors to the property where the variance is requested must be provided notification of this application for a variance. Proof of notifications must be provided to the Building Inspector's Office prior to the Meeting. Also a sign must be placed in the yard to show that a variance has been requested for the property.

The variance application must be completed, plus payment of a \$100 fee and all required documents for the variance request must be submitted to the City of Corinth Building and Codes Division office.

Building and Codes Division
Attn: Building Official, Greg Tyson
300 Childs Street
P.O. Box 669
Corinth, MS 38835
662-287-2401
mpowers@cityofcorinth.com

Arch Bullard, City Attorney
Clayton O'Donnell, PLLC
P.O. Box 1613
Corinth, MS 38835
662-396-4808
abullard@claytonodonnell.com

TO THE BOARD OF ADJUSTMENT OF THE CITY OF CORINTH, MS:

I, _____, hereby make application to the Board of Adjustment of the City of Corinth, MS dated _____, 20____, for a variance to the Zoning Ordinance of the City of Corinth, MS dated December 1972, as provided for in said Ordinance under Section III, Paragraph III, for my property located at _____ in the City of Corinth.

I hereby demonstrate that:

1. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings in the same district because: _____

2. The enforcement of a literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance because: _____

3. The special conditions and circumstances do not result from the actions of the applicant because: _____

4. Granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structure or buildings in the same district because: _____

The applicant further stated that the proposed building or addition thereto will be _____ feet by _____ feet and will be constructed of _____ and that it will be located on his/her property as shown by the sketch attached to this application.

I hereby request a variance stated as follows:

1. From _____ feet front yard to _____ feet front yard, and/or
2. From _____ feet side yard to _____ feet side yard, and/or
3. From _____ feet rear yard to _____ feet rear yard.
4. Other: _____

SIGNATURE OF APPLICANT

Instructions for submitting a sketch/drawing of property:

1. Drawing must be on 8½ x 11 paper.
2. Drawing must show current lot lines.
3. Drawing must show all improvements (house, buildings, etc.)
4. Drawing must show all public roads, driveways, etc.
5. Drawing must show current setbacks and setbacks requested.



- **Complete Information Sheet**
- **Complete Application**
- **\$100 Application fee**
- **Drawing/Sketch of layout**
- **Map of property showing current lot lines**
- **Sign placed in yard**
- **Notice to neighbors (Mail letters or get signed notification from all neighbors, including those across the street, of application for variance)**
- **Attend Board of Adjustment Meeting**
- **Attend Board of Mayor and Alderman Meeting**