VARIANCE APPLICATION CHECKLIST
(Please submit this checklist with your application packet)

☐ Application Form

☐ A narrative explanation of the variance being sought including applicable code sections, hardship and any precedent setting cases if known or applicable

☐ A scaled plot plan or A2 survey which shows the existing and proposed conditions of the lot including all setbacks, building lines, etc.

☐ Architectural drawings of the proposed addition; specifically exterior elevation drawings (not required but strongly encouraged)

☐ Photographs of the home in its entirety as well as specific shots of the area where the variance is being sought

☐ Petition or letters of support from neighboring homeowners (not required but strongly encouraged)