



# VARIANCE APPLICATION

(801) 789-6617 • 1650 E STAGECOACH RUN, EAGLE MOUNTAIN, UT 84005 • [WWW.EAGLEMOUNTAINCITY.COM](http://WWW.EAGLEMOUNTAINCITY.COM)

PROJECT INFORMATION		UPDATED: 6/2015
Address of proposed variance: _____		
Please describe in detail the proposed variance (attach additional sheets & drawings if necessary): _____ _____ _____		
AUTHORIZED AGENT INFORMATION	PROPERTY OWNER INFORMATION	
Authorized Agent: _____	Property Owner: _____	
Address: _____	Address: _____	
Phone: _____ Cell: _____	Phone: _____ Cell: _____	
E-mail: _____	E-mail: _____	

**\*\*IMPORTANT:** Incomplete applications will not be accepted. In order for an application to be deemed complete, all required materials must be submitted with the application, regardless of whether they have been previously submitted to Eagle Mountain City. If any required materials are not applicable to your submittal, you must submit a letter for each required item stating the reason why it is not applicable to your application.\*\*

SUBMITTAL REQUIREMENTS		
<ul style="list-style-type: none"> <li>▪ 1 digital/electronic PDF copy of all plans &amp; other required materials is required. Please ensure there is only one PDF electronic file for each type of plan; do not separate the individual pages within a set of plans. Please label accordingly.</li> </ul>		
FOR OFFICE USE ONLY		
Date:	Received By:	Application Complete? <input type="checkbox"/> Yes <input type="checkbox"/> No
Anything Missing:		
Fee: \$100.00		
Total Amount Due: _____		Total Amount Paid: _____

\*Please see Applicant Certification on the following page.\*

**APPLICANT CERTIFICATION:** I certify under penalty of perjury that this application and all information submitted as part of this application are true, complete and accurate to the best of my knowledge. I also certify that I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Eagle Mountain City may rescind any approval, or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Eagle Mountain Development Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. Additionally, I acknowledge that I have reviewed and understand the section from the Consolidated Fee Schedule and hereby agree to comply with this ordinance. I also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Documents to attach to application:

- Variance Application Requirements/Checklist

## VARIANCE APPLICATION REQUIREMENTS/CHECKLIST

- FINAL PLAT: The existing recorded plat shall be submitted.
- PLOT PLAN: Plot plans showing the location of the existing building(s) on the lot, existing building(s) on adjoining lots, proposed building(s) (if any) and any dimensions or other information that clearly shows on the proposed variance.
- WRITTEN EXPLANATION: A written explanation as to why the property qualifies for the Variance based upon all the criteria defined in Title 1 Chapter 21 in the City Code and in Section 10-9-707 of the Utah Code, as amended.
- PUBLIC NOTICE FEE: \$1 per mailed notice, calculated and prepared by City Staff, shall be paid in full prior to a Planning Commission Date being assigned.
- FEE: The \$100.00 processing fee shall be paid in full.