



City of Burnet Subdivision Variance Application

City of Burnet · Development Services Department · (512) 715-3206
1001 Buchanan Drive · Suite 4 · Burnet, Texas · 78611

Name of Applicant: _____

Current Address: _____

City: _____ State: _____ Zip Code: _____

Primary Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Email: _____

Name(s) of Property Owner(s): _____

Current Address: _____

City: _____ State: _____ Zip Code: _____

Primary Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Email: _____

Address / Location of Variance Request: _____

Legal Description: _____

Section from which variance is requested: _____

Reason for Request: _____

Applicant Signature: _____ Date: ____ / ____ / ____

Printed Name: _____

Property Owner Signature: _____ Date: ____ / ____ / ____

Printed Name: _____

Intake Date: ____ / ____ / ____	Received by: _____
Amount Paid: \$ _____	Cash/Check \$: _____ Receipt #: _____
P&Z Date: ____ / ____ / ____	CC Date: ____ / ____ / ____



City of Burnet Subdivision Variance Application – Check List

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Subdivision variance criteria and procedures are outlined in City of Burnet Code of Ordinances, 98-82 – Variances.

In granting approval of a request for a subdivision variance, the Planning and Zoning Commission and City Council shall find that the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of this chapter would result in unnecessary hardship, and so that the variance observes the spirit of this chapter and concludes that substantial justice is done. The commission and council shall meet these requirements by making findings that:

1. The public convenience and welfare will be substantially served;
2. The appropriate use of surrounding property will not be substantially or permanently impaired or diminished;
3. The applicant has not created the hardship from which relief is sought;
4. The variance will not confer upon the applicant a special right or privilege not commonly shared or available to the owners of similar and surrounding property;
5. The hardship from which relief is sought is not solely of an economic nature;
6. The variance is not contrary to the public interest;
7. Due to special conditions, the literal enforcement of this chapter would result in an unnecessary hardship; and
8. In granting the variance the spirit of the ordinance is observed and substantial justice is done.

The following items are required for subdivision variance application submittals:

- Completed Subdivision Variance Application
 - Application must be signed by the property owner, or in the case of a corporation or partnership, documentation must be provided authorizing a single party to sign on behalf of the corporation or partnership
- Application Fee - \$200
 - Cash, check, or credit card; checks payable to the City of Burnet