



CITY OF OVERTON, TEXAS

Community Development * 1200 S. Commerce St * P.O. Drawer D * Overton, TX 75684* www.ci.overton.tx.us

General Requirements:

- A universal application form and the appropriate fees.
- A letter of explanation/justification. See section below.
- Submit a total of five (5) copies of site plan (if applicable) for the property. These copies should be individually folded with drawing side out.
- A location map clearly indicating the site in relation to adjacent streets, distance to nearest intersection and other landmarks.
- Submit one (1) copy of proof of ownership (recorded property deed or current year tax statements).**
- Submit documentation on any and all liens and lien holders of property.**

I have reviewed the above checklist and all submittal documents for completeness and accuracy.

If application submittal is determined to be incomplete, additional fees may be assessed.

Applicant Signature

Date

Variance Requested:

I, _____, being the owner of the property located at _____
_____ which is / is not currently under consideration for final platting, request
a variance from:

Subdivision Regulations - General Requirements and Design Requirements:

Section 5.07 92) - Improvements:

- Sidewalks: The subdivider will be required to install concrete sidewalks not less than four (4) feet in width on both sides of all major and feeder streets in his subdivision. Sidewalks shall be required alone one or both sides of specified local streets.

Engineering & Construction Standards

- Curb & Gutter Construction :
Curb and combination curb and gutter shall be constructed of reinforced concrete. Cross-section and shapes shall conform to standards on file with the City Engineer.

Content of the Letter of explanation/justification for a Variance:

I understand that I am applying for a variance from the Design Standards/Subdivision Regulations of the City of Overton and that this variance can only be granted if I prove hardship by meeting all four of the conditions below. I also understand that financial or self-induced hardship cannot be considered for granting a variance. Below I explain exactly how I meet these four conditions:

1. There are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this Ordinance would deprive the applicant of the reasonable use of the land. (Specify how):

2. The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant. (Specify):

3. Granting of the variance will not be detrimental to the public health, safety or welfare or injurious to other property in the area. (Specify):

4. The granting of the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of the Design Standards or Subdivision Regulations and that the interpretation of the provisions in this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district that comply with the same provisions. (Specify):
