



**City of Burnet**  
**ZONING BOARD OF ADJUSTMENT APPLICATION FOR VARIANCE**

**Attach additional pages as needed.**

(Please type or Print)

**Property Owner Information:**

Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone No: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I am the owner of the herein described property and \_\_\_\_\_  
is authorized to file this application on my behalf.

**Applicant Information:**

Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone No: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_  
Acreage: \_\_\_\_\_  
Current Use of the Property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Below state the specific relief you are requesting. This statement shall include citation to the specific section of the Zoning Ordinance (available at: [https://library.municode.com/tx/burnet/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH118ZO](https://library.municode.com/tx/burnet/codes/code_of_ordinances?nodeId=COOR_CH118ZO)) from which the variance is requested and the extent of the variance request. This statement should be in the form of a recital of the variance order the applicant desires the board to authorize.

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2. Below describe the purpose for the variance; include a description of the existing and/or proposed improvements for which the variance is necessary.

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3. In order to authorize a variance from the terms of the zoning ordinance, in a specific case, the ZBOA must make required findings. Below are the findings the ZBOA must make, and space for the applicant to provide evidence supporting the required finding.

a) Granting the variance is not contrary to the public interest.

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b) The Variance is not contrary to the spirit of the zoning ordinance.

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c) The Variance is necessary for substantial justice to be done.

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d) The Variance is necessary due to special conditions, which causes a literal enforcement of the regulation to result in unnecessary hardship.

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To find unnecessary hardship exist the board must affirmatively find:

(1) The hardship is in no way the result of the applicant's own actions.

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(2) Special conditions exist of restricted area, topography or physical features that are peculiar to the subject property and are not applicable to other properties in the same zoning district.

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(3) The application of the regulation to the subject property deprives the applicant of rights commonly enjoyed by other properties in the same zoning district that are in compliance with the same regulation.

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4. Please provide any additional information that would be helpful.

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**The following items are to be submitted with the application:**

- Application and Checklist filled out completely and signed by the owner of property.
- If the applicant is the designated agent, the application shall include a signature/written statement from the property owner authorizing the agent to file the application on his/her behalf.
- Metes and bounds description (survey or plat of the property that provides or contains the metes and bounds description and/or lot and block).
- Any other relevant information the applicant determines is necessary.
- Application fee of \$\_\_\_\_\_

**I swear or affirm to the best of my knowledge and belief the above stated information is true and correct as of the \_\_\_\_\_ day of \_\_\_\_\_ 2024.**

**Applicant**

\_\_\_\_\_

**City Office Use Only**

Date Received: \_\_\_\_\_

Application Fee Due: \_\_\_\_\_

Application Fee Attached:

Yes:

No:

Application Administratively

Yes:

No: \*

Complete: \_\_\_\_\_

\*Explanation: \_\_\_\_\_

\_\_\_\_\_