



Houston Planning Commission

City of Houston Planning and Development Department

ITEM:
Meeting Date:

VARIANCE REQUEST APPLICATION

An applicant seeking a variance to the Parking Standards of Chapter 26 of the City of Houston's Code of Ordinances must complete the following application and submit an electronic copy of the Microsoft Word document to planning.variances@houstontx.gov prior to 11:00am on the submittal dates adopted by the Houston Planning Commission for the next available meeting where adequate notification can be provided. For complete submittal requirements, please visit the City of Houston Planning & Development Department website at www.houstonplanning.com.

APPLICANT COMPANY	CONTACT PERSON	PHONE NUMBER	EMAIL ADDRESS
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PROPERTY ADDRESS	FILE NUMBER	ZIP CODE	LAMBERT	KEY MAP	DISTRICT
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HCAD ACCOUNT NUMBER(S):

PROPERTY LEGAL DESCRIPTION:

PROPERTY OWNER OF RECORD:

ACREAGE (SQUARE FEET):

WIDTH OF ADJACENT RIGHTS-OF-WAY (ROW):

WIDTH OF EXISTING ROW PAVING SECTION(S):

OFF-STREET PARKING REQUIREMENT:

OFF-STREET PARKING PROVIDED:

EXISTING STRUCTURE(S) [SQ. FT.]:

PROPOSED STRUCTURE(S) [SQ. FT.]:

PURPOSE OF VARIANCE REQUEST:

CHAPTER 26 REFERENCE(S):

OFF-STREET PARKING VARIANCE



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APPLICANT STATEMENT OF FACTS

SUMMARY OF VARIANCE CONDITIONS (BE AS COMPLETE AS POSSIBLE):

APPLICANT'S STATEMENT OF FACTS:

The applicant must clearly identify how the requested variance meets the criteria in ALL items (1) through (5); and, if applicable, the sixth (6) condition. The information provided will be used to evaluate the merits of the request. An electronic copy of any supporting documentation reference within the "Applicant's Statement of Facts" should be emailed to the Planning Department at planning.variances@cityofhouston.net.

(1) Either:

- a. The imposition of the terms, rules, conditions, policies and standards of this article would create an undue hardship by depriving the applicant of the reasonable use of the land; or

- b. Strict application of the requirements of this article would make a project infeasible due to the existence of unusual physical characteristics that affect the property in question or would create an impractical development or one otherwise contrary to sound policy;

(2) That the circumstances supporting the granting of the variance are not the result of a hardship imposed or created by the applicant;

(3) The intent and general purposes of this article will be preserved;

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- (4) The number of proposed parking spaces will be sufficient to serve the use for which it is intended;

- (5) The granting of the variance will not be injurious to the public health, safety or welfare; and

- (6) If the building is subject to the requirements of article VII of chapter 33 of this Code, the granting of the variance is necessary to accomplish the purposes of a certificate of appropriateness issued pursuant to article VII of chapter 33 of this Code.

STANDARDS FOR VARIANCES

- (a) The commission is authorized to consider and grant a variance from the provisions of this article if the commission determines that the granting of a variance satisfies the following criteria:
 - (1) Either:
 - c. The imposition of the terms, rules, conditions, policies and standards of this article would create an undue hardship by depriving the applicant of the reasonable use of the land; or
 - d. Strict application of the requirements of this article would make a project infeasible due to the existence of unusual physical characteristics that affect the property in question or would create an impractical development or one otherwise contrary to sound policy;
 - (2) That the circumstances supporting the granting of the variance are not the result of a hardship imposed or created by the applicant;
 - (3) The intent and general purposes of this article will be preserved;
 - (4) The number of proposed parking spaces will be sufficient to serve the use for which it is intended;

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- (5) The granting of the variance will not be injurious to the public health, safety or welfare; and
 - (6) If the building is subject to the requirements of article VII of chapter 33 of this Code, the granting of the variance is necessary to accomplish the purposes of a certificate of appropriateness issued pursuant to article VII of chapter 33 of this Code.
- (b) In addition, if the building or tract for which the variance is sought proposes to provide parking spaces on an off-site parking facility, the commission shall consider the following factors:
- (1) The locations of the proposed use classification and the proposed off-site parking facility;
 - (2) Existing and potential parking demand created by other use classifications in the vicinity;
 - (3) The characteristics of the use classification, including employee, customer, and patron parking demand, hours of operation, and projected convenience and frequency of use of the off-site parking facility;
 - (4) Adequacy, convenience, and safety of pedestrian access between off-site parking facilities and the tract where the use classification is located;
 - (5) Traffic patterns on adjacent streets, and proposed access to the off-site parking; and
 - (6) The recommendation of the traffic engineer.

Any variance granted under the provisions of this section will apply only to the specific property and use upon which the commission was requested to grant a variance by the applicant and shall not constitute a change of this article or any part hereof. All variances as granted shall be in writing shall be signed by the secretary of the commission and maintained as a permanent record of the commission.

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