

VARIANCE REQUEST

Prevailing Building Line Vested Right

Chapter 42 describes the particular development requirements for properties within the city limits of Houston and its extraterritorial jurisdiction. Each subdivision plat or development plat must comply with these requirements. Any deviation from a particular requirement requires that the applicant request a variance or special exception from the specific regulation. (47, 48, 81, 82)

In addition to the plat submittal requirements (40-54) a completed **VARIANCE REQUEST INFORMATION FORM** must be included, along with any supplementary materials that would help justify the applicant's request. The completed submittal package must be received by the Planning and Development Department during the scheduled time for submittal. (42-53) A variance request must be submitted along with the subdivision plat. In addition to the plat submittal requirements (42-40 thru 51) an applicant shall provide a completed **VARIANCE REQUEST INFORMATION FORM**, and any other supplementary materials that would help justify the applicant's request. The completed submittal package must be received by the Planning and Development Department during the scheduled time for submittal (42-53). Staff will reproduce these materials and forward them to each Planning Commission member prior to the Planning Commission meeting date. For reproduction purposes all information should be organized on 8-1/2 x 11 sheets of paper and be in a black and white format.

THE **VARIANCE REQUEST INFORMATION FORM** shall include (42-47):

- (1) the plat name;
- (2) the applicant/firm name;
- (3) the date submitted;
- (4) the specific Chapter 42 requirement from which the variance is being sought and the extent of the variance shall be provided;
- (5) a statement of facts with supporting evidence, demonstrating:
 - 1) *That the owner has expended a substantial sum of money prior to the effective date of the establishment of the prevailing building line requirement for the property that cannot be recovered;*

OR

- 2) *That the owner has irreversibly changed position prior to the effective date of the establishment of a prevailing building line for the property that will require the expenditure of substantial sums of money in the future.*

VARIANCE

A **STAFF REPORT** will be prepared which includes a staff recommendation on the variance. The recommendation will be based on staff's evaluation of the information provided.

Planning Commission meetings are held at City Hall Annex, Public Level, Council Chambers. The meetings begin at 2:30 p.m. All interested parties wishing to address the Commission during the meeting should sign-in on the **SPEAKERS LIST** prior to the beginning of the meeting.

Copies of these materials can be downloaded to your computer by accessing our Technical Assistance in Platting Services (TAPS) on-line bulletin board.

To CONTACT US:

Location

City of Houston
Planning and Development Dept.
Development Services
611 Walker Street, Sixth Floor

Telephone: 713-837-7701

Fax: 713-837-7926

Web site: www.ci.houston.tx.us/departme/planning

Mailing Address

City of Houston
Planning and Development Dept.
Development Services
P. O. Box 1562
Houston, Texas 77251-1562

TAPS setup: 713-837-7779

TAPS bulletin board: 713-837-7929

VARIANCE

VARIANCE REQUEST INFORMATION FORM

PLAT NAME:

APPLICANT:

DATE SUBMITTED:

(47 and 81)

SPECIFIC VARIANCE IS BEING SOUGHT AND EXTENT OF VARIANCE:

CHAPTER 42 REFERENCE:

STATEMENT OF FACTS:

VARIANCE