

**\$1,000.00 FINE IF FOUND  
IN VIOLATION OF  
SUBDIVISION ORDINANCE**



**NON-TRANSFERRABLE  
NO REFUNDS  
EXPIRES IN 365 DAYS**

Application Date : \_\_\_\_\_

Fee Paid: \_\_\_\_\_

**APPLICATION FOR PROPERTY SUBDIVISION VARIANCE**

(Check All That Apply) / (Please Print or Type)

Residential

Lot Size

Frontage

Setback

Commercial

Lot Size

Frontage

Setback

**1. Applicant Information**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

**2. Property Owner Information**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

**3. Property Information**

Address: \_\_\_\_\_  
Street City State Zip

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

**4. Description of Request/Variance Needed**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5. Justification/Hardship**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ATTACH PLAT OR SURVEY SHOWING THE PROPOSED SUBDIVISION FOR REVIEW  
MORE DETAILED DRAWINGS MAY BE REQUIRED BEFORE A VARIANCE CAN BE GRANTED**

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The Applicant hereby acknowledges and agrees to be strictly bound to the provisions, conditions and requirements of the City of Santa Clara, attached to the approval of the variance, and such will be faithfully and fully complied with.

If the Applicant is a corporation, Partnership or other legal entity other than a natural person, then the undersigned acting as the authorized representative of said entity will be responsible for ensuring the entity's compliance with all provisions, conditions and requirements of the Subdivision Ordinance.

**THE CITY OF SANTA CLARA HEREBY DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT.**

In no way does the City of Santa Clara's approval of a variance constitute an endorsement or warranty of the Applicant or the quality of the Applicant, Applicant's officer, agent or employee's workmanship.

I \_\_\_\_\_, the undersigned, have carefully reviewed this application and my answers to all questions. To the best of my knowledge, the answers are all true and correct.

**SIGNATURE** of Applicant/Agent or Attorney \_\_\_\_\_ **Date** \_\_\_\_\_

(City Use Only)

**Findings**

- There are special circumstances or conditions affecting the land involved such that the strict application of the provisions of the Subdivision Ordinance would deprive the applicant of the reasonable use of his/her land.
- The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant.
- The granting of the variance will not be detrimental to the public health, safety or welfare, injurious to other property in the area.
- 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 Subdivision Ordinance.

**Date:** \_\_\_\_\_  **Approved**  **Denied**

Notes \_\_\_\_\_  
\_\_\_\_\_

**Contact City Hall for Question(s)**

**By Phone:** (830) 914-4443

1635 N. Santa Clara Rd., Santa Clara, TX 78124

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