

PARISH OF ASCENSION
OFFICE OF PLANNING AND DEVELOPMENT
PLANNING DEPARTMENT



Variance Application

Section 17-2090 Administration and Enforcement (Q.) Variances:

Standard for Variances. No variance in the strict application of the provisions of this ordinance shall be granted by the Board unless it finds that the following requirements and standards are satisfied:

- a) The granting of the variance shall be in harmony with the general purpose and intent of the regulations imposed by this ordinance for the district in which it is located and shall not be injurious to the neighborhood or otherwise detrimental to the public welfare.
- b) The granting of the variance will not permit the establishment of any use which is not permitted in the district.
- c) There must be a showing of unique circumstances.
- d) There must be a showing of unnecessary hardship.
- e) There must be a showing that a variance is necessary for the reasonable use of the land or building and that the variance as granted by the board is the minimum variance that will accomplish this purpose.
- f) There must be a showing that the proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase the congestion in the public streets, increase the danger of fire, endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.
- g) There must be a showing that the granting of the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. The Board may prescribe any safe guard that it deems necessary to secure substantially the objectives of the regulations or provisions to which the variance applies.

Staff Use Only:

Submittal Date: _____

Zoning Review ID _____

Meeting Date: _____

Total Fee: _____

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Requirements

Applicant must supply an original and one (1) copy of the following:

1. Application:

A complete application with all required attachments as noted in section 4 below filed with the Department of Planning and Development within the published timeline.

2. Fees:

- a. **\$70.00 Per Request**
- b. **\$7.50 Each Adjacent Property Owner**
- c. **\$25.00 Sign Fee**

Make Checks or Money Orders Payable to Ascension Parish Government. Cash and Credit Cards Are Not Accepted

3. Owner's Authorization:

The owner of the property or other authorized agents as indicated in legal documents provided to the Department of Planning and Development staff. If multiple parties, including married couples, have an undivided interest in the ownership of a parcel, all owners must authorize the request. If the Owner of the property is a corporation, partnership or other entity, the petitioner must attach a copy of the resolution authorizing the application for variance.

4. Following Documents:

- a. Vicinity Map depicting the location of the property
- b. List of Adjacent Property Owners (all property owners adjacent to the subject property, including properties that are across any street, road right of way, servitude of passage bayou, drainage servitude or any other servitude).
- c. Survey. The verified petition of the owner for a variance shall include a map of the property at a scale of one-inch equals 200 feet, or such other scale as may be required by the Planning Director. **The survey must include all structures – existing and proposed, all servitudes and easements of record, and all applicable setbacks required under Parish Code.**
- d. Statement addressing the following:
 - i. General description of need for variance(s);
 - ii. Justification Statement (at a minimum, the applicant must address the following): Need for variance that is consistent with Section 17-2090 (Q) of the Land Development Code

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Adjacent Property Owners Form

Note: This form must accompany each Rezoning or Variance request submitted for Public Hearings.

Location: _____

Name and Address of Applicant(s): _____

Name and Address of Property Owner: _____
 (If different from applicant) _____

Please Note: Certified Letters will be mailed to the above and the following adjacent property owners:

Name of Property Owner	Complete Mailing Address (Please Include Zip Code)	Legal Address of Property (Include Lot # Tract # Etc)	Comments: (Staff Use)

