

City of Palmer  
113 W. Jefferson  
P.O. Box 489  
Palmer, Texas 75152

**CITY OF PALMER**  
APPLICATION TO BOARD OF ADJUSTMENT

Phone - 972.449.3160  
Fax No. - 972.449.3417

**Application Type**

Variance Request     General Appeal     Special Exception     Other

**Applicant/Owner Information**

Key Contact _____	Telephone No. _____	Fax No. _____
Address _____		
City _____	State _____	Zip Code _____
<i>Contact's Status: (check one)</i> <input type="checkbox"/> Owner <input type="checkbox"/> Representative <input type="checkbox"/> Tenant		
Owner _____	Telephone No. _____	Fax No. _____
Address _____		
City _____	State _____	Zip Code _____
<i>Ownership Status: (check one)</i> <input type="checkbox"/> Individual <input type="checkbox"/> Trust <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation		

**Property Information**

Site Location \_\_\_\_\_

Site Street Address \_\_\_\_\_

Subdivision \_\_\_\_\_    Lot No. \_\_\_\_\_    Block No. \_\_\_\_\_

Present Zoning \_\_\_\_\_    Present Land Use \_\_\_\_\_

Status of Project:     Proposed     Under Construction     Existing

Have you applied for a building permit?     Yes     No

Has any appeal or petition been filed on this property before?     No     Yes    Date \_\_\_\_\_

**Request Information**

***Please answer the following questions as completely as possible. Failure to fully outline the situation by answering these questions could cause unnecessary delay in evaluating your appeal.***

**1.** Fully explain the unique conditions or circumstances that exist which are peculiar to your land, structure, or building involved that make this request necessary.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2.** Do similar conditions exist in the area? Explain.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Describe how the unique conditions or circumstances do not result from your actions.

---

---

---

**Request Information, continued**

4. Are other property owners in your area aware of your request?

---

---

---

5. Is there any way to do what you want without this request?

---

---

---

---

**Acknowledgments**

I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now or will be fully prepared to present the above proposal at the Board of Adjustment hearing.

I understand that in the event that I am not present or represented at the public hearing, the Board shall have the power to dismiss this proposal either at the call of the case or after the hearing, and that such dismissal shall constitute a denial.

I reserve the right to withdraw this proposal at any time, except during notice periods, upon written request filed with the City Secretary's office, and such withdrawal shall immediately stop all proceedings thereon; provided, however, withdrawal filed at any time after the giving of notice of the Board hearing shall constitute a denial by the Board. I understand the filing fee \$250.00 Dollars is not refundable upon withdrawal of the proposal after public notice.

Applicant Signature

Owner Signature

---

---

*Property owner must sign the application or submit a notarized letter of authorization. Please review the acknowledgments prior to signing this application.*

**For Office Use Only**

Application Date:

Application Fee:

ZBA Hearing Date

Case No: