



CITY OF ALAMO HEIGHTS
DEPARTMENT OF COMMUNITY DEVELOPMENT
6116 Broadway, San Antonio, TX 78209
(210) 826 – 0516 [voice] (210) 822 – 5181 [fax]

Board of Adjustment
VARIANCE APPLICATION
(Must be submitted minimum 16 days prior to requested meeting)

___ RESIDENTIAL ___ COMMERCIAL ADDRESS: _____

OWNER: _____

POINT OF CONTACT (IF DIFFERENT): _____

POINT OF CONTACT ADDRESS & PHONE: _____

REASON FOR APPEAL [City Code, App. A, §17(E)]:

VARIANCE(S) REQUESTED (ALSO SHOWN ON PLAN)

1) (\$250) - _____

2) (+\$50) - _____

3) (+\$50) - _____

PLEASE STATE HARDSHIP AND BASIS:

Signature(s) _____ **Date** _____

Property Owner

Owner Agent/Representative

ATTACHMENTS [12 SETS REQUIRED]

[PLANS NOT TO EXCEED 11 X 17 AND BE TO A STANDARD SCALE]

- A) WRITTEN SCOPE OF PROJECT
- B) PHOTOGRAPHS OF THE VARIANCE AREA IN RELATION TO ADJACENT PROPERTIES
- C) SCALEABLE SURVEY PLAT OF PROPERTY, AS IT IS NOW AND WILL BE AFTER PROJECT
- D) ELEVATION DRAWINGS OF STRUCTURE EXTERIOR, INDICATING ALL PROPOSED MODIFICATIONS (IF APPROPRIATE)
- E) FLOOR PLAN OF INTERIOR, SHOWING DEMOLITION AS WELL AS NEW WORK
- f) LOCATION TRACE AND HEIGHT OF FENCING (EXISTING AND NEW) SHALL BE INDICATED ON AN APPROPRIATE PLAN