

**LAFAYETTE CONSOLIDATED GOVERNMENT
PLANNING AND ZONING COMMISSION
HEARING EXAMINER
VARIANCE APPLICATION**

////////////////////////////////////////////////////////////////////////////////////

Name of Project _____

Address of Project: _____

Variance Requested: _____

Reasons and Justifications for variance: _____

Please check to indicate which of the following is the primary contact person for this project. All correspondence will be addressed to the primary contact person, as indicated on the application.

() Owner: _____

Address: _____

City: _____ State: _____ Zip Code _____

Telephone: _____ Fax: _____

Email Address (optional): _____

() Applicant: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

Email Address (optional): _____

() Agent: _____

Address: _____

City: _____ State: _____ Zip Code _____

Telephone: _____ Fax: _____

Email Address (optional): _____

AFFIDAVIT OF OWNERSHIP

To be completed by owner:

I, _____, HEREBY DECLARE THAT I AM THE SOLE OWNER,
(Please Print)

OR HAVE LEGAL POWER OF ATTORNEY, IN WHICH CASE SAID POWER OF ATTORNEY OR A CERTIFIED COPY OF THEREOF IS ATTACHED HERETO, TO REQUEST THE SUBDIVISION APPROVAL ON THE SUBJECT PROPERTY, AND I UNDERSTAND THAT THE MISREPRESENTATION OF SUCH OWNERSHIP AND/OR AUTHORITY, EITHER BEFORE OR AFTER FINAL PLAT APPROVAL, MAY CAUSE THE DENIAL OR VACATION OF SAID SUBDIVISION.

I HEREBY AUTHORIZE _____ TO ACT IN MY CAPACITY AS MY
(Please Print)

AS MY AGENT FOR THE REPRESENTATION AND/OR PRESENTATION OF THIS REQUEST AND I UNDERSTAND THAT IT IS NECESSARY FOR ME OR MY AUTHORIZED AGENT TO BE PRESENT AT THE HEARING EXAMINER MEETING AND/OR THE PLANNING COMMISSION MEETING.

Signature of owner: _____ Date: _____

////////////////////////////////////

To be completed by Applicant/Developer:

I CERTIFY THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT I UNDERSTAND MY RIGHTS UNDER THE APPEAL PROCESS.

Applicant's Name: _____
(Please Print)

Applicant's signature: _____ Date: _____

////////////////////////////////////

Appeals of a Hearing Examiner Review action must be made to the Planning Commission. Please contact the Hearing Examiner Review staff for copies of the appeal procedure.

HEARING EXAMINER VARIANCE REQUEST CHECKLIST

- Completed variance request application
- Five (5) copies of the site plan, drawn to scale, indicating the requested variance
- One (1) copy of the site plan reduced to 8 ½” x 11” paper
- Filing Fee of \$300 (made payable to Lafayette Consolidated Government):
- Recordation Fee of \$55 (or greater, if actual recording costs exceed \$55)**
- Completed Affidavit of Ownership
- Names and addresses of all property owners with 300’, including those property owners across all adjacent streets on mailing labels, as well as mailing labels for the subject property owner/applicant and surveyor. Mailing labels must be typed on Avery 5160 format and e-mailed to Leticia Leblanc at leticial@LafayetteLA.gov. Failure to e-mail the mailing labels will result in deferring the variance request from the next Hearing Examiner Agenda.

HEARING EXAMINER SCHEDULE – 2016

Meeting Time: 8:30 a.m.

220 West Willow Street, Building B

Lafayette, LA 70501

<u>Submittal Deadline</u>	<u>Post Signs</u>	<u>Comments to Surveyors</u>	<u>Hearing Date</u>
December 21, 2015	January 1, 2016	January 7, 2016	January 8, 2016
January 4, 2016	January 15, 2016	January 21, 2016	January 22, 2016
January 15, 2016	January 29, 2016	February 4, 2016	February 5, 2016
January 29, 2016	February 12, 2016	February 18, 2016	February 19, 2016
February 12, 2016	February 26, 2016	March 3, 2016	March 4, 2016
February 26, 2016	March 11, 2016	March 17, 2016	March 18, 2016
March 18, 2016	April 1, 2016	April 7, 2016	April 8, 2016
April 8, 2016	April 22, 2016	April 28, 2016	April 29, 2016
April 22, 2016	May 6, 2016	May 12, 2016	May 13, 2016
May 6, 2016	May 20, 2016	May 26, 2016	May 27, 2016
May 20, 2016	June 3, 2016	June 9, 2016	June 10, 2016
June 3, 2016	June 17, 2016	June 23, 2016	June 24, 2016
June 24, 2016	July 8, 2016	July 14, 2016	July 15, 2016
July 8, 2016	July 22, 2016	July 28, 2016	July 29, 2016
July 22, 2016	August 5, 2016	August 11, 2016	August 12, 2016
August 5, 2016	August 19, 2016	August 25, 2016	August 26, 2016
August 19, 2016	September 2, 2016	September 8, 2016	September 9, 2016
September 2, 2016	September 16, 2016	September 22, 2016	September 23, 2016
September 16, 2016	September 30, 2016	October 6, 2016	October 7, 2016
September 30, 2016	October 14, 2016	October 20, 2016	October 21, 2016
October 14, 2016	October 28, 2016	November 3, 2016	November 4, 2016
October 28, 2016	November 11, 2016	November 17, 2016	November 18, 2016

November 11, 2016

November 25, 2016

December 1, 2016

December 2, 2016

November 21, 2016

December 9, 2016

December 15, 2016

December 16, 2016

ALL SUBMITTALS ARE DUE TO PLANNING BY NOON ON THE DAY LISTED

