



Building Code Appeal / Variance Application

Application must be accurately completed, and accompanied by all required materials at the time of submittal. Incomplete submittals will be returned to the applicant. Development Services cannot guarantee a deadline extension for omitted information or materials. **A copy of deed for the subject property shall accompany all applications.**

PROPERTY INFORMATION

Project Address or Location: _____

Legal Description: _____

Parcel(s) Tax ID#: _____

Applicable Code Provision: _____

OWNER INFORMATION

Owner Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

I hereby certify that I have read and examined this application and the accompanying instruction sheet and know to the best of my knowledge that the application is to be true and correct.

Owners Signature

Date

PROJECT REPRESENTATIVE

Agent Name: _____

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

Email: _____

I, the undersigned agent, understand and accept by authority and responsibility to act as the legally authorized agent on behalf of the owner(s) of property described on this application, in matters relating to this request(s).

Agent's Signature

Date

ACKNOWLEDGEMENT

Before me, the undersigned authority, on this day personally appeared _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that such person executed the same for the purposes and considerations therein stated.

The State of Texas
County of Victoria

Given under my hand and seal of office this the _____ day of _____ 20_____.

Notary Public

My Commission Expires: _____

NOTICE TO APPLICANT: The City Code of Victoria, Texas (Sec. 2-88), provides for specific rules and procedures regarding the request for "Appeals" and "Variances", to codes and ordinances. You are required to qualify under one or more of the following criteria, in order to be eligible for an Appeal or Variance Hearing. Please check the appropriate category, and provide any evidence that you feel is relevant to your case. If additional space is needed to make your response, list the item number on a separate sheet of paper and attach it to this form.

APPEALS: Decisions of the Board of Adjustments and Appeals are final in regards to items #1, 2, & 3, subject to such remedies as an aggrieved party may have at law or in equity.

1. _____The provisions of this code do not apply to my permit/construction. List code, code section and describe why the code does not apply to you).

2. _____An equally good or more desirable form of construction or installation can be employed in my specific case. (Describe the specifics of the more desirable system - List any U.L. or other testing that has been done on this system.)

3. _____ The true intent or meaning of the building or other technical code or regulation has been misconstrued or wrongly interpreted. (List code, code section and provide your written interpretation of same.)

VARIANCE: The Board of Adjustments and Appeals has no authority to grant variances to an adopted code or regulation; however, the Board may make a recommendation in favor of granting a variance to the Victoria City Council if it is deemed justified.

4. _____ I understand that the building or other technical code is being lawfully applied to my permit/construction, however, I feel that I should be allowed to vary from the code or regulation because: (Describe what is unique about your situation that would make your case different than other individuals that comply with the code or regulation.)

APPEAL RELIEF SOUGHT: Briefly describe or summarize the specific relief sought under items #1, 2, or 3 shown above. What do you hope to achieve from the Appeal?

VARIANCE RELIEF SOUGHT: Briefly describe or summarize the specific relief sought under item #4 shown above. What do you hope to achieve from the Variance?
