



City of Burbank  
 Planning and Transportation Division  
**VARIANCE**  
 Application

150 North Third Street  
 Burbank, California 91502  
 www.burbankusa.com  
 T: 818-238-5250  
 F: 818-238-5150

**TO ALL APPLICANTS:** There is no guarantee, expressed or implied, that any permit or application will be granted. The applicant shall understand that each matter must be carefully investigated and the resulting decision may be contrary to a position taken or implied in any preliminary discussions. Also note the burden of proof regarding this application rests upon the applicant. Decisions by the Planning Board may be appealed by any person to the City Council.

**PLEASE PROVIDE THE FOLLOWING:**

<input type="checkbox"/>	Application Fees. A Los Angeles County Clerk filing fee for CEQA may be required at time of application and another fee may be necessary depending of the type of environmental review required
<input type="checkbox"/>	A general application, radius map, and labels (in accordance with attached requirements)
<input type="checkbox"/>	18 full sized copies of site plan, floor plans, and elevations to show alterations or new construction proposed, drawn to scale and adequately dimensioned <b>and</b> one reduced copy of the plans (11" x 17")
<input type="checkbox"/>	Evidence to support the required findings. The required findings must be made in order for the Planning Board to approve your variance request. You may use the following section, or provide separate sheets as necessary

**REQUIRED VARIANCE FINDINGS (ATTACH ADDITIONAL SHEETS AS NECESSARY):**

Clearly identify any exceptional or extraordinary circumstances or conditions applicable to the property or to the intended use that do not apply generally to other property or classes of use in the same vicinity and zone.


Why is this variance necessary for the preservation and enjoyment of a substantial property right of the applicant, possessed by other property owners under like conditions in the same vicinity and zone but which is denied to the property in question?


Why will the granting of the variance not be materially detrimental to the public welfare or injurious to property or improvements in the vicinity and zone in which the property is located?


Why will granting of the variance not be contrary to the objectives of the General Plan?


Statement of additional facts related to variance request:
