



Lincoln County Planning Department  
PO Box 329  
Pioche, Nevada 89043  
Phone: 775.962.5345  
Fax: 775.962.5347

**APPLICANT INFORMATION:**

Applicant(s) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Fax: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Owner (s) Name: \_\_\_\_\_

**PROPERTY INFORMATION:**

Variance Request: \_\_\_\_\_

Applicable code section: \_\_\_\_\_

Parcel(s) APN: \_\_\_\_\_

Location of parcel(s): \_\_\_\_\_

Total Acreage of Subject Parcel(s): \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Master Plan Designation: \_\_\_\_\_

Site Address: \_\_\_\_\_ Address verified? Yes / No \_\_\_\_\_

Water provider: \_\_\_\_\_ Fire District: \_\_\_\_\_

Power: \_\_\_\_\_ Communications: \_\_\_\_\_

Planning Overlays: \_\_\_\_\_ FEMA: \_\_\_\_\_

**SITE VISITATION:** Signature on this Application provides permission for site visitation by County representatives to review your request. It must be signed by the owner of the property and attested to in the affidavit of ownership and verified by the assessor's office.

Receipt # \_\_\_\_\_

AMOUNT PAID \$ \_\_\_\_\_

**REQUIRED DOCUMENTATION MUST ACCOMPANY APPLICATION**

**FEES: See county fee schedule**

<b><u>Required Information</u></b>	<b><u>Where Do I Find It?</u></b>
Parcel Number(s)	Assessor's Office
Copy of Assessor's plat for your parcel	Assessor's Office
Copy of Deed/Easement map	Recorder's Office
Owner's Affidavit (page 4 of this application)	Complete and notarize
Town Board Approval (if applicable)	Town
Plot Plan per page 3 of this application (if applicable)	
Statement of purpose describing request: (Supporting documents, pictures, maps, letter describing why you are making this request)	

**PLEASE NOTE!!** Applicants should understand that applying for a Variance does not guarantee your request will be granted. No refunds are available from a denied request.

**All Documentation** must be in the Planning Office approximately 3 weeks before the next scheduled Planning Commission Meeting, please review the planning deadline calendar in the Planning Commission Office.

**Applicant or authorized representative should attend the Planning Commission meeting.**

Receipt # \_\_\_\_\_

AMOUNT PAID \$ \_\_\_\_\_

## VARIANCE CRITERIA

A variance to the provisions of this division may be granted by the **planning commission** in accordance with the provisions of this chapter if: by strict application of such standards (for a proposed use that is otherwise allowed in the zoning district) would result in peculiar and exceptional practical difficulties except:

1. By reason of exceptional narrowness, shallowness or shape of a specific piece of property.
2. By reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of such piece of property
3. By exceptional and undue hardships that are not self created

Such relief from the strict application of the regulations of this division, however, may only be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of the zone and under such conditions as such board may deem necessary to assure that the general purpose and intent of this division will be observed, public safety and welfare secured and substantial justice done.

**The applicant shall submit a statement that describes any of the three situations above which are applicable to their request.**

### Plot Plan requirements:

The application for a variance shall be accompanied by the following information:

1. Minimum of 8 ½ x 11 map size.
2. Indicating the following:
  - a. Parcel dimensions and area
  - b. Setbacks to all structures
  - c. Structures on parcel
  - d. APN's for subject and adjacent parcels
  - e. Parcel Number (assessor)
  - f. Lot and Block
  - g. Name of subdivision/lot and block
  - h. Site Address
  - i. Statement of proposed use for building
  - j. Location of septic, well, any associated easements for use, power lines, off site water sources, driveways with widths, irrigation ditches, cultivated fields
3. Floor plan, drawn to scale to indicate size of building and total square footage of buildings, if appropriate for the project.
4. Rendered elevation to indicate the architectural appearance of proposed buildings, if appropriate for the project.

Receipt # \_\_\_\_\_

AMOUNT PAID \$ \_\_\_\_\_



**OWNER'S AFFIDAVIT**

**State of Nevada)**  
**County of Lincoln) ss**

I, \_\_\_\_\_

Being Duly Sworn, depose and say that I am an owner of the property involved in this

Planning Application \_\_\_\_\_ and having been authorized by the other property owners (***if applicable***) that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of my knowledge and belief.

**SIGNED:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_

**Subscribed and sworn before me this \_\_\_\_\_ day \_\_\_\_\_ 20\_\_**

\_\_\_\_\_  
**Notary Public in and for said County and State**

**My commission expires** \_\_\_\_\_

Receipt # \_\_\_\_\_

AMOUNT PAID \$ \_\_\_\_\_