

SIGN VARIANCES

OPERATING STANDARDS

Attachment to Development Application



VARIANCE REQUESTS

APPLICATION PROCESS AND REQUIREMENTS

Variance Types

A variance is a zoning adjustment which permits minor changes of zone district requirements where individual properties are burdened by the strict application of the law.

10-17-7-11: VARIANCES:

In every case in which a request for a variance from the requirements of this chapter has been filed, the board shall not grant a variance unless it specifically finds each and every one of the following conditions to exist:

(A) There are special circumstances or conditions such as the existence of buildings, topography, vegetation, sign structures or other matters on adjacent lots or within the adjacent public right-of-way, which would substantially restrict the effectiveness of the sign in question; provided, however, that such special circumstances or conditions must be peculiar to the particular business or enterprise to which the applicant desires to draw attention, and do not apply in general to all businesses or enterprises in the area.

(B) The variance would be in general harmony with the purposes of this chapter, and specifically would not be injurious to the neighborhood in which the business or enterprise to which the applicant desires to draw attention is located.

(C) The variance is the minimum one necessary to permit the applicant to reasonably draw attention to his business or enterprise.

(D) The board may grant a variance subject to any conditions which it deems necessary or desirable to make the device which is permitted by the variance compatible with the purposes of this chapter. (Ord. 16, Series of 2018)

Pre-Application Meeting

A pre-application meeting is required for major variances. The pre-application meeting form and information is on the City of Littleton website (www.littletongov.org). The applicant will follow the instructions stated in the pre-application form and information and submit the required materials electronically via DRT@littletongov.org. The purpose of the meeting is to discuss with the applicant the concepts, feasibility, regulations and application requirements applicable to the proposal.

Application Submittal Requirements

Variance

**The actual number of copies of the application documents will be determined at the pre-application conference.*

- Official Development Application Form, completed and signed.
- Application Fee.
- Supplemental Variance Request Form.
- Attach a site plan drawn to scale on 8 ½" x 11" plain white paper: (**Not applicable to Appeals*)
 - The site plan needs to show property dimensions, street name (s), size of proposed structures and all existing structures in relation to the property lines.
 - Include any other physical features which the applicant may feel are relevant to the cause under consideration.
 - Indicate north direction on the site plan.
 - Photographs of the site are also helpful.
- Setback variances should include an Improvement Location Certificate (ILC) if possible. In some cases with encroachments, an Improvement Survey Plat (ISP) may be required.

SUPPLEMENTAL VARIANCE REQUEST FORM

PLEASE NOTE: The following questions must be answered completely. If additional space is needed, attach extra pages to the request form. Contact the Littleton Community Development Department at (303) 795-3754 for clarification of terms or for specific zone district requirements.

I, the undersigned, do hereby request a variance from the City of Littleton Municipal Code as set forth in Section 2-3-1 and Section 10-11-2 of the Littleton Municipal Code and amended to date.

Applicant/Owner Name:	
Applicant/Owner Address:	
Subject Property Address:	
Legal Description:	
Current zoning of subject property	

PURPOSE OF THE VARIANCE (Be Specific):

What unique or exceptional characteristics of your property create a hardship for the variance?

- Shape Slope Soil Subsurface
- Elevation Too short Too narrow Too shallow
- Vegetation Buildings/Structure Other (Explain) _____

SITE CHARACTERISTICS:

1. What is the current use of the property? _____

2a. What special conditions substantially restrict the effectiveness of the sign in question?

Explain:

2b. Are the special conditions particular to your business or property and not businesses in the area more generally? __ No __ Yes

Explain:

3a. Describe how the variance is not injurious to the neighborhood:

3b. Describe how the variance is in harmony with the general purposes of this chapter (see section 10-17-2 of the Littleton City Code)

(B) Intent: By adoption of this chapter, the City Council intends to create and implement a comprehensive system for the regulation of signs within the scope of this chapter, with a regulation system that: 1) accommodates the expression rights of the First Amendment to the U.S. Constitution and the corollary provisions of the Colorado Constitution; and 2) comports with all applicable principles of Federal and State constitutional, statutory and administrative law.

(C) Purposes And Interests Served: The purposes of this chapter include, but are not limited to: 1) serving the governmental and public interests in controlling visual clutter, protecting community aesthetics, and safety of drivers, passengers, and pedestrians; 2) aiding in the identification of properties, land uses, and establishments; 3) enhancing the general appearance and aesthetics of the urban environment; and 4) protecting the natural beauty of the City. (Ord. 16, Series of 2018)

4. How is the requested variance the minimum necessary to reasonably draw attention to the business or enterprise?

Explain why alternative solutions are not feasible:

I (we) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate to the best of my knowledge and belief.

Signature of Applicant(s)

Date of Request