

CITY OF MANDEVILLE  
VARIANCE REQUEST FORM

Date\_\_\_\_\_

Applicant(s) Name(s)\_\_\_\_\_

Address\_\_\_\_\_ Phone\_\_\_\_\_

Applicant(s) Signature(s)\_\_\_\_\_

Owner(s) Signature(s)\_\_\_\_\_

1. Is the applicant the owner of the property? Yes\_\_\_\_\_ No\_\_\_\_\_
2. If the answer to question 1 is "No", the applicant must have a legal right to the present use and possession of the property for the term of the requested variance. Variances are not transferable and only apply to the applicant(s) to whom the variance is granted.
3. A legal description of the subject property must be submitted. Please attach the description to this form.

If the subject property is not described by Square/Block and/or Lot/Parcel, the applicant must provide a survey plat and vicinity map in order to readily identify the property location. Please attach the survey and map to this form.

4. The applicant shall deposit with the City of Mandeville the sum of seventy-five dollars (\$75.00) for each request. Under no conditions shall the fee be refunded for the failure of such variance to be granted, or for the withdrawal of the request by the applicant.
5. State the variance(s) requested and the reason(s) below. **The request must demonstrate an unusual hardship or difficulty so great as to warrant a deviation from provisions established by this Ordinance and at the same time the surrounding property will be protected.** Continue on a separate sheet if necessary. Please attach any information necessary to understand the request, including plats, scaled drawings, etc.

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