



## Application for Variance Ch. 3 – Signs

30360 Cougar Bend, Bulverde, TX 78163  
Telephone: 830-438-3612 - Fax: 830-438-4339  
[www.ci.bulverde.tx.us](http://www.ci.bulverde.tx.us)

Date: \_\_\_\_\_

Case No. \_\_\_\_\_

### **Applicant Information:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

### **Property Owner Information:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

*\*\* If property owner is not the applicant, a letter of authorization from the owner is required with application submittal (See page 3 of this application).*

### **Property Identification:**

Street Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Zoning District Classification: \_\_\_\_\_

### **Description of Request:**

1. Variance to Section \_\_\_\_\_ of the City of Bulverde Code of Ordinances, which requires: \_\_\_\_\_
2. Variance to Section \_\_\_\_\_ of the City of Bulverde Code of Ordinances, which requires: \_\_\_\_\_
3. Variance to Section \_\_\_\_\_ of the City of Bulverde Code of Ordinances, which requires: \_\_\_\_\_
4. Variance to Section \_\_\_\_\_ of the City of Bulverde Code of Ordinances, which requires: \_\_\_\_\_
5. Variance to Section \_\_\_\_\_ of the City of Bulverde Code of Ordinances, which requires: \_\_\_\_\_



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### Sign Variance Review Fee - \$500.00 (per Section/Provision of the Code)

The undersigned agrees to pay the **non refundable** application fee and any other applicable fees as outlined in the Planning and Development Fee Schedule and agrees to pay fees for any additional review requiring consultation with City Consultants, including involvement of a contract engineer in a predevelopment conference. To the extent possible, City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required. The undersigned also acknowledges the City Staff may require additional appropriate information be submitted to aid in the review.

### PROPERTY OWNER'S ACKNOWLEDGEMENT

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

*(Add additional pages if additional signatures are necessary)*

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

Sworn to and subscribed before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

by \_\_\_\_\_ (name of property owner).

\_\_\_\_\_  
Notary Public's Signature

(Notarial Seal)



**LETTER APPOINTING OWNER'S REPRESENTATIVE**

Planning & Development Department  
30360 Cougar Bend, Bulverde, TX 78163  
Telephone: 830-438-3612 - Fax. 830-438-4339  
[www.bulverdetx.gov](http://www.bulverdetx.gov)

*\*\*This form is only required for property owners allowing another person or entity to submit and amend documentation required by the City on the property owner's behalf.*

I, \_\_\_\_\_, owner of the property, described in this application, authorize \_\_\_\_\_ (name) to represent me/us in the application process.

The Additional Applicant's information is:

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_  
**Signature of Owner/Applicant**

\_\_\_\_\_  
**Date**

**STATE OF TEXAS**  
**COUNTY OF** \_\_\_\_\_

Sworn to and subscribed before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

by \_\_\_\_\_ (name of property owner).

\_\_\_\_\_  
**Notary Public's Signature**

**(Notarial Seal)**

**VARIANCE CRITERIA EXPLANATION FORM**

**Ch. 3 - SIGNS**

(This Form is required with submittal of a Variance Application. If more than one variance is requested in an application, a separate Variance Criteria Explanation Form shall be required for each Variance. Please include additional pages as necessary.)

1) Describe how the situation causing the unnecessary hardship or practical difficulty is unique to the property and not self-imposed.

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2) Describe the unnecessary hardship that would result due to a literal enforcement of the regulation.

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3) Describe how granting the variance will not injure and will be wholly compatible with the use and permitted development of adjacent properties.

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4) Describe how granting the variance will be in harmony with the spirit and purpose of this article.

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**\*Note for the Board / Commission:**

The following responses were provided by the applicant and may not be consistent with the Department staff report.