



**CITY OF LAWTON
COMMUNITY SERVICES DEPARTMENT
PLANNING DIVISION**

City Hall – 212 SW 9th Street, Lawton, OK 73501
Telephone 580-581-3375 Fax 580-581-3573

NOTICE OF APPEAL TO THE BOARD OF ADJUSTMENT FOR A VARIANCE

Pursuant to the provisions of the Lawton City Code, the undersigned hereby gives Notice of Appeal to the Board of Adjustment of the City of Lawton, Oklahoma.

The facts and circumstances giving rise to the appeal are as follows:

1. The appellant's interest in the property is: (owner, lessee, other)

2. The exact description of the property is: (legal description and street address)

3. Present use of the property:

4. Proposed use of the property:

5. Property is zoned:

6. Describe how the request or application does not violate the intent of the Lawton City Code:

7. Attached hereto and made a part hereto are the following:
- a. Completed plans and specifications for any proposed buildings, structures or improvements to be built.
 - b. A site plan, drawn to scale, showing:
 - 1. Dimensions of all property lines and building limit lines including those imposed by ordinance, plats or deed
 - 2. Size and location on the property of existing or proposed buildings and/or structures showing accurate dimensions to property boundaries
 - 3. Dimensions of all easements, rights-of-way and existing utilities locations whether on the property or in easements or rights-of-way adjacent to the property
 - 4. Layout of off-street parking areas
 - 5. Locations and dimensions of ingress and egress
 - 6. Location and dimension of sidewalks
 - c. A list of names and complete addresses from the records of the Comanche County Clerk's Office of all persons owning property located within a 300- foot radius of the exterior boundary of the subject property. The list shall be current and certified by a professional engineer, an attorney, a registered land surveyor, a bonded abstractor, or the county assessor.
 - d. Application fee - \$250.00.

8. A variance is requested from the strict provisions of Section _____
in regard to _____

(Give provisions of Lawton City Code for which the variance is sought, i.e., setbacks, lot area, sign, etc.)

(NOTE: All answers must be in the affirmative for the variance to be granted.)

a. Does the application of the ordinance to the particular piece of property create an unnecessary hardship? (Cannot be financial in nature) Yes No

Explain: _____

b. Are such conditions peculiar to this particular piece of property? Yes No

Explain: _____

c. Would the granting of the variance not cause substantial detriment to the public good or impair the purpose and intent of the Lawton City Code or comprehensive plan?

Yes No Explain: _____

d. If granted, is the variance the minimum necessary to alleviate the unnecessary hardship?

Yes No Explain: _____

(APPELLANT'S NAME)

(ADDRESS)

(PHONE)

