



APPLICATION TO THE
CITY OF GRANBURY
BUILDING STANDARDS APPEALS BOARD
FOR A

VARIANCE

CITY OF GRANBURY, TEXAS

City of Granbury
Application for a Variance (Building Standards Appeals Board)

Name of Applicant: _____

Date: _____

Fee: _____

Name of Project: _____

Street Address of subject property: _____

Legal Description:

Tract (s) Lot (s) _____ Block (s) _____

of _____ Addition to the City of Granbury, Texas.

Or

Tract (s) _____ of the _____

Survey, Abstract No. _____, to the City of Granbury, Texas (attach metes & bounds description).

I hereby certify that all information provided is true and correct and all schedules will be strictly adhered to.

Applicant/Owner:

(Signature)

(Printed name)

(Street Address)

(City, state & zip code)

(Telephone number)

(FAX number)

I, the undersigned owner or _____ of the following described real property
(Option-holder, etc.)

located in the City of Granbury, Texas hereby make application for variance, by requesting the following:

Describe Variance _____

Indicate **Section of Ordinance No.** ____ for which the variance is being requested. _____

City of Granbury Submittal Requirements for a Variance

Submit material to the Community Development Department, City of Granbury, 116 West Bridge Street, Granbury, Texas 76048. The Building Standards Appeals Board meets on an “**as needed**” basis.

- 1. A completed application for a Variance.**
- 2. A Site Plan drawing showing the Variance.**
- 3. One set of 8 ½” by 11” reproducible copies of all submitted exhibits.**
- 4. Application fee of \$150.00.**
- 5. One Digital Copy in JPG or BMP form.**

Failure to pay the required application fee or provide the information, drawings, or attachments in the form as requested shall be deemed an incomplete application and shall not be placed on the agenda for consideration until all information, fees, drawings, or attachments are deemed to be complete. Failure to provide any necessary revised material by the deadline indicated below may delay the consideration of the application.

You will receive an agenda from the Community Development Department. Any revised material must be submitted to the City by noon two days prior to the Building Standards Appeals Board meeting.

You or your representative need to attend the meeting to present your request for a Variance and to answer any questions that may arise. **Failure to attend the regularly scheduled meeting may result in the item being either tabled or denied.**