



BOARD OF ADJUSTMENT CHECKLIST FOR VARIANCES

FINDINGS: Per Chapter 18.60 (Variances) of the Woodland Park Municipal Code, the Board of Adjustment (“the board”) shall consider the application and grant or deny it according to the provisions of Chapter 18.60. In granting a variance, the board may prescribe appropriate conditions in conformity with Title 18.

Section 18.60.010. The application shall demonstrate existence of a hardship, such as:

- Exceptional narrowness, shallowness or shape of property.
- Exceptional topography of property.
- Other extraordinary or exceptional situation or condition peculiar to property.

Section 18.60.020. The applicant shall submit written application with a site plan for a variance demonstrating that all of the following conditions exist:

- There exists hardships which are peculiar to the land, structure, or building and are not applicable to other lands or structures in the same zone district.
- The hardships did not result from actions of the present or past owner/applicant.
- The literal interpretation of Title 18 would deprive the applicant/property owner of rights commonly enjoyed by other properties in the same zone district.
- If granted, the applicant/property owner will not confer special privileges denied to other lands or structures in the same zone district.

Section 18.60.040. The BOA shall make the following findings:

- A. That the representations in the application are valid.
- B. That the variance is justified and will make possible the reasonable use of the land or structure.
- C. That the variance will be in harmony with the general purpose and intent of the comprehensive plan and Title 18 and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.