



VARIANCE REQUEST FORM

Project and Property Information

Project Address(es): _____

Assessor Parcel Number(s): _____

Requested Variance (Select one or more below)

- | | |
|--|--|
| <input type="checkbox"/> Reduce setback(s) | <input type="checkbox"/> Reduce off-street parking/loading facilities |
| <input type="checkbox"/> Reduce build-to-line(s) | <input type="checkbox"/> Parking stall dimensions. Please also submit information responsive to <u>SMMC 27.78.020(b)</u> . |
| <input type="checkbox"/> Exceed floor area ratio | <input type="checkbox"/> Increase of up to 25 percent of maximum distance of parking from the use served |
| <input type="checkbox"/> Allow land use of property with insufficient lot area | <input type="checkbox"/> Shared parking for two or more uses, provided the uses do not occur simultaneously |

Conditions for Granting Variance(s):

Pursuant to SMMC 27.78, before approving a variance application, the Zoning Administrator or the Planning Commission must find that, due to unusual or unique conditions of the property, enforcing provisions of the Zoning Code would create a hardship. In the space below, or on a separate document if necessary, please respond to each question to help determine if the Conditions can be met.

1. How do the physical features, shape, topography, or legal restrictions of the property make it difficult to use or improve?

2. How is the subject property unusual or unique compared to others within the same Zoning District and neighborhood?

3. How has the alleged hardship been created?

4. How will granting of the Variance affect the public health, safety and welfare of the community or improvement in the neighborhood?

5. How will the Variance affect the supply of light and air of adjacent properties, circulation, public safety or the property values in the neighborhood?

For more information, please see San Mateo Municipal Code [27.78](#) – Variances.