



Village of Martin's Additions

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Chevy Chase, MD 20815
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Building Permit/Request Denied	_____
Variance Request Filed	_____
Variance Number:	_____
Hearing Date:	_____ Decision: _____

**Application for Variance from the
Village of Martin's Additions Building Regulations**
[See Chapter 7, Section 7-405 of VMA Building Regulations]

Variance requests are considered by the Village Council at public hearings. Hearings take place at the monthly meetings of the Council, time permitting. The Council may, in its discretion, schedule a special meeting. Public notice of a variance request must be mailed to neighboring properties at least 20 days in advance of the hearing. Thus, based on the date of filing of the completed variance application, there may be insufficient time to hear the request at the next regularly-scheduled monthly meeting of the Council.

Applicant Name: _____

Address: _____ **Lot Number** _____

_____ **Block** _____

City _____ **State** _____ **Zip** _____

Phone / Cell Phone / E-Mail _____

Property Owner(s) (if other than applicant):

Name: _____

Address: _____

City _____ **State** _____ **Zip** _____

Phone / Cell Phone / E-Mail _____

Briefly Describe Proposed Project:

Burden of Proof: In order for the Village Council to grant a petition for a variance, an applicant for a variance must prove that:

- By reason of exceptional narrowness, shallowness, shape, topographical conditions, or other extraordinary situations or conditions peculiar to the lot, the strict application of the Village Code would result in peculiar or unusual practical difficulties to, or exceptional or undue hardship upon, the owner of the property.
- Such variance is the minimum reasonably necessary to overcome the aforesaid exceptional conditions; and
- Such variance will not be detrimental to the use and enjoyment of adjoining or neighboring properties.

Variance Request Guidelines: The Council may grant a variance from the Village of Martin's Additions zoning regulations by relaxing the standard which has caused a peculiar or unusual practical difficulty or exceptional or undue hardship. Examples of the zoning standards that may be altered are minimum front, rear, and side yard setbacks, and height requirements. The Council strictly applies the requirements for a variance because a variance can change the development standards that all other property owners in the Village of Martin's Additions must follow.

Please note that the difficulty or hardship that would be remedied by the proposed variance must result from the application of zoning standards, not from the action or inaction of the property owner. In other words, *the condition which a variance relieves must not be self-inflicted by the owner.* Personal circumstances are not a basis for consideration of whether to grant or deny a requested variance. The Council can impose conditions to lessen the effects of a variance on a neighboring property and the community. See page 4 of this application for the Code citation.

This variance is requested for (Check all): **Main Building** **Accessory Building**

- Building height Flat Roof
- Wall plane height: Front Side Rear
- Wall plane length: Front Side Rear (Accessory Building)
- Setback(s):
 - Front setback
 - Rear setback
 - Side setback: One Side Sum of both sides Additional side setback
- Projections (main buildings): bay windows, oriel entrances, balconies, vestibules
- Unenclosed porches, decks, breezeways, steps, stoops, exterior stairways, terraces
- Air conditioning units, heat pumps
- Building coverage Non-vegetative surface area
- Curb cut Driveway width Front loading garage
- Other: _____

This variance is requested because this property (check all that apply):

- is exceptionally narrow has unusual topographical conditions
- is exceptionally shallow has other extraordinary situations or conditions
- is unusually shaped

Describe the condition(s) checked above and how this property compares to other properties in the Village of Martin's Additions:

This variance is requested because conforming to the Village's building code would (check all that apply):

- result in exceptional or undue hardship cause peculiar or unusual practical difficulties

Explain why would conforming to the Village Code cause peculiar or unusual practical difficulties:

Describe why the variance is the minimum reasonably necessary to overcome the exceptional condition:

Explain why the variance would not be detrimental to the use and enjoyment of neighboring properties:

List of Required Filing Documents to Complete Application for Variance:

- Boundary survey** with a margin of error of 0.1 foot or less.
- Accurate site plan** showing boundaries, dimensions, area, topography and frontage of the subject property, the location and dimensions of all existing and proposed structures, the distances of such structures from the nearest lot lines, with all required setbacks clearly shown.
- Plans**, architectural drawings, photographs, elevations, specifications, or other detailed information depicting fully the exterior appearance of existing and proposed construction.
- A list of the names and mailing addresses** of the adjoining and confronting property owners who are entitled to notice of this variance application.

Abutting Neighbor #1:
 Name _____
 Street Address _____

Abutting Neighbor #2:
 Name _____
 Street Address _____

Abutting Neighbor #3:
 Name _____
 Street Address _____

Abutting Neighbor #4:
 Name _____
 Street Address _____

Confronting Neighbor #1:
 Name _____
 Street Address _____

Confronting Neighbor #2:
 Name _____
 Street Address _____

[Attach more pages as necessary to provide a complete list of all abutting and confronting neighbors.]

- EBL Calculations:** Applications for variances from an established building line (EBL) should identify all lots used to calculate the EBL, and the calculations that determine the applicable EBL, and the locations of all structures and front yard setbacks on those lots.
- All additional exhibits** which the applicant intends to introduce at the Village Council review meeting.
- A non-refundable filing fee** of \$1,500 made payable to “Village of Martin’s Additions”.

