

Umatilla County

Department of Land Use Planning

216 SE 4th ST, Pendleton, OR 97801, (541) 278-6252



Variance

Supplemental Application & Information Packet

Note: Please complete the Land Use Request Application as well.

DEFINITION

Variance: A device which grants a property owner relief from certain provisions of this chapter when, because of the particular physical surroundings, shape, or topographical condition of the property, compliance would result in a particular hardship upon the owner, as distinguished from a mere inconvenience or a desire to make more money. A variance may be granted, for example, to reduce yard or setback requirements, or the number of parking or loading spaces, or to increase the permitted size of a sign.

PROCESSING THE APPLICATION

The typical application process is approximately six to eight weeks long.

Most applications are processed through “administrative review.” Planning staff have 30 days to review the application for completeness; and once the application is deemed complete planning staff have an additional 20 working days to prepare a staff report.

The staff report is mailed out to the applicant (s), owner (s), all surrounding property owners, affected government agencies, and utility companies. Those notified are given 21 days in which to respond with questions, comments, recommended conditions, or to request a public hearing.

PUBLIC HEARING

A public hearing is held if requested by a response to the mailed notice, or the request may be directed to a public hearing at the discretion of the planning director the hearing will be scheduled for the next available county planning commission meeting. There is a \$250.00 charge for requesting a public hearing.

FEES

Application Fee - \$500.00, plus the cost of notices. Cost of the notices will be invoiced afterwards and must be paid prior to final approval. (Effective July 1, 2010 via Ord. #2010-02)

It is the responsibility of the applicant to submit a complete application with all necessary attachments. Planning staff can refuse an incomplete application.

Version: July 1, 2010

File Location: H:\shared\FORMS_Master\Supplemental Packet - Variance.doc

Circumstances for Granting a Variance

Taken from UCDC 152.627

A variance may be granted under some or all of the following circumstances; please answer to the best of your ability. Explain how the proposal meets the following statements (if necessary use an additional sheet of paper)

1. Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity, and result from lot size or shape, topography, or other circumstances over which the owners of property since enactment of this chapter have had no control;

2. The variance is necessary for the preservation of a property right of the applicant substantially the same as possessed by the owner of other property in the same zone or vicinity;

3. The variance would not be materially detrimental to the purposes of this chapter, or to property in the same zone or vicinity in which the property is located, or otherwise conflict with the objectives of any county plan or policy;

4. The variance requested is the minimum variance which would alleviate the hardship.