



City of Cambridge

DEPARTMENT OF PUBLIC WORKS

PLANNING & ZONING

1025 WASHINGTON STREET
CAMBRIDGE, MARYLAND 21613

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Application to the Planning and Zoning Commission

BOA Review for a Variance

Case # _____

- Provide a digital copy with your submission.*
- Provide seven paper sets of the plans, folded*

PROPERTY (LAND) OWNER:

Name

Street Address

City

State

Zip Code

E-Mail Address

Phone Number

APPLICANT INFORMATION: (IF DIFFERENT THAN PROPERTY OWNER)

Name

Street Address

City

State

Zip Code

E-Mail Address

Phone Number

PROPERTY INFORMATION:

ADDRESS AND LOCATION:

Map/Parcel Number

Current Zoning

Applicant / Owner signature

Variance: *There is a \$200 fee associated with filing an application to apply for a variance.*

The Board of Appeals shall not grant a variance unless it makes findings of fact in writing based upon the evidence presented to it in each specific case that each of the following standards are met:

1. Because of the particular physical surroundings, shape or topographical conditions of the subject property, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out. The alleged hardship shall relate to the land, not to personal circumstances.

2. The conditions upon which a petition for a variance is based are unique to the property for which the variance is sought, and are not applicable, generally, to other property within the same zoning classification.

3. The alleged hardship has not been created by the present owner or any previous owners of the property.

4. The granting of the variance will be in harmony with the general purpose and intent of this Ordinance and will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.

5. The variance will not impair an adequate supply of light and air to adjacent property, substantially increase congestion of public streets, increase the danger of fire, endanger the public safety, or alter the essential character of the neighborhood or district in which the property is located.

6. Within the intent and purpose of this Ordinance, the variance, if granted, is the minimum variance necessary to afford relief.

7. The granting of a variance will not adversely affect water quality or adversely impact fish, wildlife, or plant habitat.

8. The granting of the variance is consistent with the Comprehensive Plan.

9. No nonconforming use of neighboring lands, structures, or buildings in the same zone, and no permitted use of lands, structures, or buildings in other zones shall be considered grounds for the issuance of a variance.

10. Provide a site plan, architectural floor plans and elevations of the building in both hard copies (15) and **digital format.**
