



SIGN VARIANCE REQUEST

1. Begin by reviewing ordinance 3.06 (see bottom of page).
2. Prepare letter addressed to the Mayor of Rollingwood.

Mayor (First) (Last)

403 Nixon Drive

Rollingwood, TX 78746

3. Explain the variance being requested, citing the applicable sign ordinance, and justify for the variance.
4. Request placement on the agenda of the next City Council meeting.
5. Attach the letter, copy of the ordinance, and a filing fee of \$165.00 in cash or check payable to the City of Rollingwood.
6. Deliver to :

Carrie Caylor

THE CITY OF ROLLINGWOOD

403 Nixon Drive Rollingwood, TX 78746-5512

www.rollingwoodtx.gov

email: ccaylor@rollingwoodtx.gov

Sec. 3.06.121 Purpose- limitations

(a) In order to lessen practical difficulties and prevent unnecessary physical hardships, variances from the regulations may be granted. A practical difficulty or unnecessary physical hardship may result from the size, shape, or dimensions of a structure, or the location of the structure, from topographic or physical conditions on the site or in the immediate vicinity, or from other physical limitations, street locations, or traffic conditions in the immediate vicinity. Cost or inconvenience to the applicant of strict or literal compliance with a regulation shall not be a reason for granting a variance.

(b) With respect to signs which are subject to regulation under chapter 391 of the Texas Transportation Code and State Department of Highways and Public Transportation regulations, no variance shall be granted from spacing, size and lighting requirements when such would result in less stringent regulation than that provided for under those regulations.

Sec. 3.06.123 Fee

The fee for a variance is set forth in appendix A, fee schedule. The fee shall be paid at the time of application and shall not be refundable.

Sec. 3.06.124 Hearing

Upon receipt of a variance application, the city council shall set a date for hearing before the council.



Sec. 3.06.125 Action on application

Within twenty (20) days of the closing of a hearing on a variance application, the city council shall act on the application. The council may approve the application as submitted, may approve the application subject to such modifications or conditions as it deems necessary to accomplish the purpose of this article, or the council may deny the application. A variance may be revocable or may be granted for a limited time period.

Sec. 3.06.126 Criteria for approval

Before the city council acts on a variance application, the applicant must prove hardship, and the council must find that:

- (1) There are special circumstances or conditions applying to the land, buildings, topography, vegetation, sign structures or other matters on adjacent lots or within the adjacent right-of-way, which would substantially restrict the effectiveness of the sign in question; provided, however, that such special circumstances or conditions are unique to the particular business or enterprise to which the applicant desires to draw attention, and do not apply generally to all businesses or enterprises;
- (2) That such special circumstances were not created by the applicant or anyone in privy to the applicant;
- (3) That the granting of the variance will be in general harmony with the purposes of this article, and will not be materially detrimental to the persons residing or working in the vicinity, to adjacent property, to the neighborhood, or to the public welfare in general;
- (4) The variance applied for does not depart from the provisions of this article any more than is required to identify the applicant's business or use;
- (5) Such other factors and criteria as the council deems applicable to the proposed variance