



PLANNING DIVISION

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Tree Commission Variance Requests

Effective May 1, 2014, the following will be required at the time of submission of a Tree Commission Variance. No incomplete submittals will be accepted. Deadline for submission of a Tree Commission variance will be the first Monday of each month for the third Monday of each month's Augusta Tree Commission meeting. This deadline will be strictly enforced.

The function of the Tree Commission is to hear and decide appeals, where it is alleged that there is error in any decision or determination made by an Administrative Official in the enforcement of the Augusta Tree Ordinance

and

to authorize upon appeal, in specific cases, variances from the terms of the Augusta Tree Ordinance where, owing to special conditions, literal enforcement of the provisions of the Augusta Tree Ordinance will result in an unnecessary hardship. Variances can be granted that uphold the spirit of the Augusta Tree Ordinance when the Augusta Tree Commission finds:

- o There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its side, shape or topography
o The application of the Augusta Tree Ordinance to this particular piece of property would create an unnecessary (monetary considerations are not considered a hardship)
o Such conditions are peculiar to the property involved
o Relief, if granted would not cause substantial detriment to the public

All Tree Commission Variances must include:

- o A letter from the property owner/ engineer/ applicant outlining the variance being sought and the applicable sections of the Augusta Tree Ordinance from which relief is being sought included in the variance request
o Descriptive narrative / documentation that the variance being requested meets one or more of the following criteria:
o There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its side, shape or topography
o The application of the Augusta Tree Ordinance to this particular piece of property would create an unnecessary (monetary considerations are not considered a hardship)
o Such conditions are peculiar to the property involved
o Relief, if granted would not cause substantial detriment to the public
o Photos, documents and other exhibits, as necessary to support the variance request
o Tree Commission variance fee of \$300.00

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Note: No approval of any Site Plan will be given without approval of the Landscape Plan and also approval of any Augusta Tree Ordinance variance being sought from the Augusta Tree Commission.

For Office Use Only:

Variance Request Rec'd in Office : By: \_\_\_\_\_ Date: \_\_\_\_\_
Check Received: By: \_\_\_\_\_ Date: \_\_\_\_\_
Report Written: By: \_\_\_\_\_ Date: \_\_\_\_\_
Agenda Mailed: By: \_\_\_\_\_ Date: \_\_\_\_\_
Mtg attended: By: \_\_\_\_\_ Date: \_\_\_\_\_
Decision: \_\_\_\_\_