



Date: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Administrative Variance No.: \_\_\_\_\_

Under Construction: \_\_\_\_\_

Plan Review No.: \_\_\_\_\_

Existing: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Occupancy Classification: \_\_\_\_\_ Type of Construction: \_\_\_\_\_

Use: \_\_\_\_\_

Applicant Name (please print): \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Relationship to Project, Company Name: \_\_\_\_\_

City Employee Familiar with Project: \_\_\_\_\_

Request is hereby made to the Building Official for a variance from Section \_\_\_\_\_ of the

, which requires (quote section).

Why does conformance to the code present a problem? *(Use attachment if necessary)*

What do you propose doing to comply with the intent of the Code? *(Use attachment if necessary)*

_____	_____
<i>Owner signature</i>	<i>Date</i>
_____	_____
<i>Applicant signature (if not the owner)</i>	<i>Title</i>
	<i>Date</i>

**DECISION OF THE BUILDING OFFICIAL**

*Approved*  *Denied*  *Approved with Stipulation:*

*Basis for Decision:*

*Building Official:* \_\_\_\_\_ *Date:* \_\_\_\_\_