



# CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING COMMISSION

OFFICE USE ONLY:

DATE RECEIVED:	_____	VARIANCE FEE PAID	_____
RECEIPT #	_____	CASE NUMBER	_____
PAYMENT METHOD	_____	SUBDIVISION FEE PAID	_____

EMAIL COMPLETE APPLICATION AND ASSOCIATED PDF  
PLATS TO [RPC.PLAN@CITYOFCLARKSVILLE.COM](mailto:RPC.PLAN@CITYOFCLARKSVILLE.COM)

## SUBDIVISION PLAT APPLICATION FORM

SUBDIVISION TITLE: \_\_\_\_\_

TYPE OF PLAT:  STAFF LEVEL (FINAL OR REPLAT – NO VARIANCES)  FINAL  PRELIMINARY  MINOR (10 LOTS OR LESS  
WITH NO PUBLIC INFRASTRUCTURE IMPROVEMENTS)  FINAL REPLAT (3 LOTS OR MORE)  ROW DEDICATION

VARIANCE ONLY  PRELIMINARY SUBDIVISION EXTENSION

VARIANCE(S) REQUESTED:  NO  YES (IF YES, FILL OUT REVERSE SIDE OF THIS FORM & PAY VARIANCE FEE)

NUMBER OF ACRES \_\_\_\_\_ NUMBER OF LOTS \_\_\_\_\_ CIVIL DISTRICT \_\_\_\_\_

TAX MAP NUMBER \_\_\_\_\_ PARCEL NUMBER \_\_\_\_\_ ZONING OF PROPERTY \_\_\_\_\_

GENERAL LOCATION OF PROPERTY: \_\_\_\_\_

NAME OF OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

OWNER OR AGENT SIGNATURE \_\_\_\_\_

PROJECT ENGINEER/SURVEYOR NAME: \_\_\_\_\_

PROJECT ENGINEER/SURVEYOR COMPANY: \_\_\_\_\_

PROJECT ENGINEER/SURVEYOR EMAIL: \_\_\_\_\_

OTHER REQUIRED INFORMATION:

- APPLICATION/VARIANCE FEE (SEE FEE SCHEDULE ONLINE AT [www.cmcrpc.com](http://www.cmcrpc.com)) \$ \_\_\_\_\_
- PDF Copy of Plat
- 4 COPIES OF SUBDIVISION PLAT (STAFF LEVEL ONLY REQUIRES 2 COPIES)
- VARIANCE REQUEST(S) WITH JUSTIFICATION (SEE REVERSE SIDE OF APPLICATION)
- TDOT ACCESS PERMIT (IF REQUIRED)

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## VARIANCE(S) REQUESTED

(UP TO TWO VARIANCES FOR \$200, \$100 PER VARIANCE AFTER TWO)

1. VARIANCE REQUEST WITH SUBDIVISION SECTION NUMBER:

JUSTIFY VARIANCE BY INDICATING HARDSHIP:

2. VARIANCE REQUEST WITH SUBDIVISION SECTION NUMBER:

JUSTIFY VARIANCE BY INDICATING HARDSHIP:

3. VARIANCE REQUEST WITH SUBDIVISION SECTION NUMBER:

JUSTIFY VARIANCE BY INDICATING HARDSHIP:

### 1.6: VARIANCES AND EXCEPTIONS (FROM SUBDIVISION REGULATIONS)

1. General: Where the Regional Planning Commission finds that extraordinary hardships or practical difficulties may result from strict compliance with these regulations and/or the purposes of these regulations may be served to a greater extent by an alternative proposal, it may approve variances to these subdivision regulations so that substantial justice may be done and the public interest secured, provided that such variances shall not have the effect of nullifying the intent and purpose of these regulations, and further provided that the Regional Planning Commission shall not approve variances unless it shall make findings based upon the evidence presented to it in each specific case that:
  - A. The granting of the variance will not be detrimental to the public health, safety, or welfare or injurious to other property in the area where the proposed variance is located, and;
  - B. The conditions upon which the request for the variance is based are unique to the property for which the variance is sought and are not applicable generally to other property, and;
  - C. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result as distinguished from a mere inconvenience if the strict letter of these regulations are carried out, and;
  - D. The variance will not in any manner vary the provisions of the City Ordinances and/or County Resolutions or other adopted facility plans.
2. Conditions: In approving variances, the Regional Planning Commission may require such conditions as will in its judgment, secure substantially the objectives of the standards or requirements of these regulations.
3. Procedure: A petition for any such variance shall be submitted in writing by the subdivider at the time when the preliminary plat is filed for the consideration of the Regional Planning Commission. The petition shall state fully the grounds for the application and all of the facts relied upon by the petitioner.