



595 Main St. Aumsville, Oregon 97325  
(503) 749-2030 • TTY 711 • Fax (503) 749-1852  
www.aumsville.us

*I acknowledge that if the actual cost to process and review the application by contracted or full-time staff exceeds the application fee, the applicant will be responsible for the excess charges. The fee would be considered a deposit toward the actual cost.*

**FOR OFFICE USE ONLY**

Filing fee: \$620

Date Rec'd/Fee Pd

Receipt No.

**SIGN VARIANCE APPLICATION  
TYPE II ACTION**

Site Address/Location: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Property Owner (if different than applicant): \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

We, the undersigned property owner(s) or authorized agent(s), request a variance from **Aumsville Development Ordinance** Section No. \_\_\_\_\_ for property legally described as: \_\_\_\_\_  
\_\_\_\_\_

**For the following reason:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 1. Current Information

- a) Address and general location of the property: \_\_\_\_\_  
\_\_\_\_\_
- b) Current zoning: \_\_\_\_\_
- c) Total current area (square feet): \_\_\_\_\_
- d) Dimensions of the current property: \_\_\_\_\_
- e) Current use of the property: \_\_\_\_\_
- f) Number of existing structures and general description: \_\_\_\_\_  
\_\_\_\_\_
- g) Is this area served by curbs and sidewalks?      **YES** ☐ **NO** ☐

### 2. Additional Comments and Explanations

---

---

---

---

### 3. Attachments

- a) Certified list obtained from Marion County, or a title company, of the names of the owners of all property within 250 feet of the boundary of the property proposed for a variance, the mailing addresses, and the description of their properties as it appears on the most recent assessment and tax roll of Marion County, or as it appears in the deed records of the county, if such records be later, shall be attached. Property owned by the City of Aumsville shall not be deemed as part of the affected area. Please include the name and address of the applicant and property owners of the subject property. (See attached sample mailing list format)
- b) A scale drawing showing the boundary of the property with dimensions, the location of existing structures, and the location of the variance request. **PLEASE SUBMIT AN ORIGINAL AND TEN COPIES.**

### 4. Criteria For a Sign Variance Application

- a) Are there unique circumstances or condition(s) of the lot, building or traffic pattern such that the existing sign regulations create an undue hardship?  
**YES** ☐ **NO** ☐ **Please explain:** \_\_\_\_\_  
\_\_\_\_\_
- b) Does the variance conflict with the purpose of the Aumsville Development Sign Ordinance?  
**YES** ☐ **NO** ☐ **Please explain:** \_\_\_\_\_  
\_\_\_\_\_

- c) Would the granting of this variance compensate for circumstances in a manner equitable with other property owners and is thus not a special privilege?  
**YES** ☐ **NO** ☐ **Please explain:** \_\_\_\_\_  
\_\_\_\_\_
- d) Is the variance requested the minimum variance needed which would alleviate the hardship?  
**YES** ☐ **NO** ☐ **Please explain:** \_\_\_\_\_  
\_\_\_\_\_
- e) Does the variance decrease traffic safety or detrimentally affect any other identified items of public welfare?  
**YES** ☐ **NO** ☐ **Please explain:** \_\_\_\_\_  
\_\_\_\_\_
- f) Would the granting of a variance confer any special privileges or a special advertising advantage upon the applicant that is denied by the Aumsville Development Ordinance to other lands, structures, or buildings within the same zone?  
**YES** ☐ **NO** ☐ **Please explain:** \_\_\_\_\_  
\_\_\_\_\_
- g) Are the special conditions and circumstances a result from actions of the applicant?  
**YES** ☐ **NO** ☐ **Please explain:** \_\_\_\_\_  
\_\_\_\_\_

**This application must be signed by the applicant and all owners of the applicable property.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Property Owner Name (please print):** \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Property Owner Name (please print):** \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Prepare and attach additional signatures, if necessary.**