



# FORM-BASED CODE COMMITTEE MAJOR MODIFICATION APPLICATION



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Date Filed: \_\_\_\_\_ Case Number: \_\_\_\_\_ Received By: \_\_\_\_\_

## General Information and Instructions

Please fill this Major Modification Application and the Major Modification Checklist out *completely*. Type or print your information legibly. Upon submitting this application, the owner/agent is confirming that they have had a meeting with the Land Development Office, have checked to see if they are within 300 feet of a Neighborhood Association, and have had or scheduled their neighborhood meeting before the Committee Meeting. The applicant is also aware that modifications cannot “significantly impact adjacent property owners, the character of the area, traffic conditions, parking, public infrastructure, water quality management and other matters affecting the public health, safety and general welfare” (Sec. 38-696. (4) C). All work must be stopped, including, but not limited to: any cut and fill, construction and/or alteration of the building or property that is the subject of this application.

### 1. Contact Information

**Property Owner(s) Name:** \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant/Agent Name:** \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### 2. Property Information

**Property Address (for which the modification is requested) :**

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

City, State, Zip Code: \_\_\_\_\_

Zoning: \_\_\_\_\_ Council District: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

A. Is this property a Lot of Record?  Yes  No If yes, you must provide proof that the lot was legally platted with the Hamilton County Register of Deeds on or before June 20, 1961.

B. Do you own the property?  Yes  No If no, what is your interest? \_\_\_\_\_

### 3. Neighborhood Meeting(s)

Neighborhood Meetings must be held with any Neighborhood Association within 300 feet of the subject property before any case will be added to the Agenda. Proof of the meeting, such as a sign in sheet is required. Please list associations below:

Neighborhood: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

Neighborhood: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

Neighborhood: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_



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## 4. Variance Request Information

A. What physical conditions on the property create the hardship? (Check all that apply)

- Unusual Shape    
  Topography    
  Easements    
  Existing Development  
 Drainage    
  Floodplain    
  Other: \_\_\_\_\_

B. Are you appealing a Staff decision on their interpretation of the regulations?  Yes  No

C. Is the use of the property changing?  Yes  No Existing Use: \_\_\_\_\_ New Use: \_\_\_\_\_

D. Explain your specific request(s):

Number	Type of Variance	Code Requirement	Variance Request
<i>Example</i>	Setback	10 ft side setback	Reduction of setback to 7 ft due to narrow lot.
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

E. Briefly explain the reason for the requested modifications: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

F. It is a requirement of the FBC principles that the applicant explain how their proposed modification is equal to or exceeds the code per Sec. 38-696 (4) A). Please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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## 5. Payment

A check payable to the City of Chattanooga must accompany this application in the amount of \$(TBD). This is a non-refundable fee.

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## 6. Signature

I (We) certify that the facts set out in the forgoing request are true to the best of my knowledge. In the event any information given is found to be false, any decision rendered may be revoked at any time. I (We) understand that failure to provide adequate and complete information shall be the grounds for denial of this application. I (We) also understand that if no representative appears before the Committee, the result may be a denial or postponement until the next monthly meeting.

In the event that the applicant/agent is not the owner, I (we) certify that the listed individual as the applicant/agent has the power and permission to represent the owner in this application and all matters related to it.

\_\_\_\_\_  
Applicant/Agent or Owner (Print Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant/Agent or Owner Signature