VARIANCE REQUEST FORM

Date: _____

SPARB Serial No. _____

Owner: _____

Street Address: _____

Legal Address: _____

Approval of the below described variance(s) to SPARB guidelines is requested for the building permit application to which this request is attached.

(Instructions: Applicant should check each variance requested, state the SPARB guideline, and describe the variance sought.)

		Requested Variance		Established Setbacks
☐ Setback:	Front	_____	vs.	_____
	Rear	_____	vs.	_____
	Right Side	_____	vs.	_____
	Left Side	_____	vs.	_____
☐ First Floor Elevation		_____	vs.	15' AMSL
☐ Other Variance(s)		_____		

Reasons for Request:

The undersigned has presented a justification on the other side of this form for each variance requested above.

Submitted by: _____

Email: _____

Phone No. _____ Fee: _____

(Revised August 2026)