1 **General Information:**

A variance from the requirements of the Building Code may be granted if:

1. Wherever there are practical difficulties involved in carrying out the provisions of this code and that a special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements; or

2. An alternative material, design or method of construction is proposed that complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in quality, strength, effectiveness, *fire resistance*, durability and safety.

After receipt of a complete application, the Department of Public Works will prepare a staff report and recommendations to City Council for consideration.

**PLEASE NOTE:** that the act of filing for a Building Code Variance does not in any way presume approval by the City. The City will evaluate all evidence submitted by the applicant, proponents, and opponents prior to reaching a decision based on criteria contained in the Code.

2 **Required Material for Filing (see attachments):**

1. Application for Building Code Variance (*Property Owner’s Signature Notarized*)

2. **DEVELOPMENT PLAN** – three (3) scaled prints of a detailed Site Plan showing all existing and/or proposed improvements on the property.

3. Filing fee for a Building Code Variance is **$4,879.00**
Building Code Variance Application

Please PRINT or TYPE all information

Property Information:

Site Address or Addresses that the variance is being sought for: ________________________________

__________________________________________

Applicant Information:

Name of Business Representing Owner:_____________________________________________________

Applicant’s Name: ________________________________

Address: ________________________________________________

Phone: ___________________________ Email: ___________________________

Relation to Applicant: Owner Lessee/Tenant Architect/Engineer Consultant Realtor
Agent/Representative Other ______________________________

Specific section(s) of the building code for which this variance is being requested (attach additional sheets if necessary): ________________________________

Reason why the variance should be approved including how the intent of the code will be met (attach additional sheets if necessary): ________________________________

Property Owner Information:

Property Owner Name: ____________________________________________

Mailing address: ____________________________________________

Phone: ___________________________ Email: ___________________________

Print Name: ___________________________ Title: ___________________________ Date: ______________

Signature (signature must be notarized): ____________________________________________

Print Name: ___________________________ Title: ___________________________ Date: ______________

Signature (signature must be notarized): ____________________________________________

NOTE: If property is owned by a corporation or partnership, see attached signature requirements sheet to determine who must sign this document.
# CITY OF VERNON
## SIGNATURE REQUIREMENTS FOR CITY AGREEMENTS

<table>
<thead>
<tr>
<th>TYPE OF ENTITY</th>
<th>FIRST SIGNATURE</th>
<th>SECOND SIGNATURE</th>
<th>REFERENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporation</td>
<td>chairman of the board, president, any vice president</td>
<td>corporate secretary, assistant secretary, chief financial officer, any assistant treasurer</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Note: A person can hold more than one corporate office; e.g., a vice–president can also be a secretary. That person can sign the agreement twice, if both capacities are identified.)</td>
<td>Corp. Code sec. 313 Corp. Code sec. 5214</td>
</tr>
<tr>
<td>Limited Liability Company (&quot;LLC&quot;)</td>
<td>if managed by members – by any member</td>
<td>if managed by members – not required unless otherwise provided in governing documents</td>
<td></td>
</tr>
<tr>
<td></td>
<td>if managed by manager – by a manager</td>
<td>if managed by manager(s) – by a second manager (unless articles of organization state there is only one manager)</td>
<td>Corp. Code sec. 17157</td>
</tr>
<tr>
<td></td>
<td>(Note: A member or manager may have a title such as president or vice-president)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Partnership</td>
<td>any partner, unless authority restricted in &quot;statement of partnership authority&quot; recorded in County Recorder’s Office (for real property transactions) or filed with secretary of state (for contracts, etc.)</td>
<td>not required, unless “statement of partnership authority” provides otherwise</td>
<td>Corp. Code sec. 16301 Corp. Code sec. 16303</td>
</tr>
<tr>
<td>Limited Partnership</td>
<td>a general partner, subject to same exceptions for partnership</td>
<td>same as partnership</td>
<td>Corp. Code sec. 15509</td>
</tr>
<tr>
<td>Limited Liability Partnership (&quot;LLP&quot;)</td>
<td>same as partnership</td>
<td>same as partnership</td>
<td>Corp. Code sec. 16955.5</td>
</tr>
<tr>
<td>Sole Proprietorship</td>
<td>sole proprietor</td>
<td>not required</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Parties executing an Agreement or Contract that are not identified above must also send a copy of the corporate minutes giving such person(s) the authority to sign on behalf of the corporation.