



Engineering

CITY OF CONROE

Est. 1904

APPLICATION FOR VARIANCE REQUEST

Date: _____ (PRINT LEGIBLY)

Applicant Name: _____

Phone Number: _____

Email Address: _____

Property Address: _____

Project Name: _____

Comments (Optional): _____

VARIANCE REQUEST FEE DETAILS

\$500.00 application fee + \$250.00 ea. for the first 3 variances + \$500.00 ea. for 4 or more variances

Number of Variances Requested: _____ Total Fees Due: _____

Complete the application, include payment, a formal letter of request, and all other necessary documents/exhibits, and deliver to:

Engineering Department
700 Metcalf St.
Conroe, TX 77301

OR

Mail to:

City of Conroe
Engineering Department
Attn: City Engineer
P.O. Box 3066
Conroe, TX 77305

REQUESTS ARE REVIEWED AND EVALUATED BY CITY STAFF. THE SUBMITTAL OF AN APPLICATION AND CORRESPONDING PAYMENT DOES NOT AUTOMATICALLY GUARANTEE APPROVAL OF THE REQUEST. WORK MAY NOT BEGIN WITHOUT PRIOR, WRITTEN AUTHORIZATION FROM THE CITY. APPLICATION AND VARIANCE FEES ARE NON-REFUNDABLE. MAKE CHECKS PAYABLE TO THE ORDER OF: CITY OF CONROE.