

**City of Rector**  
**118 E 4th St. Rector AR 72461**  
**870-595-3035 / cityofrector@gmail.com**  
**Variance Request Form**

Use this form to request a variance from the zoning regulations of the City of Rector. A variance may be granted only in cases where strict enforcement of the zoning ordinance would cause unnecessary hardship due to special conditions unique to the property.

Please complete all fields legibly and thoroughly. Attach any supporting materials (such as site plans, photos, or diagrams) that help explain your request.

Once completed, return the signed form to the **City Clerk's Office**:

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After submission:

- You will be contacted with the date and time of the **Board of Zoning Adjustment hearing**.
- The **City of Rector will contact the local newspaper** to publish the required legal notice.
- **You are responsible for paying the publication cost.** Failure to do so may delay or cancel your hearing.

Name:\_\_\_\_\_

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

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

Relationship to Property (e.g., owner, authorized agent):\_\_\_\_\_

Address of Affected Property:\_\_\_\_\_

Parcel Number:\_\_\_\_\_

Current Zoning District:\_\_\_\_\_

Describe the Variance Requested

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Special Conditions Peculiar to the Land, Structure, or Building

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Explain How Literal Enforcement Would Cause Unnecessary Hardship

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Explain How These Conditions Were Not Created by the Applicant

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

### **For Office Use Only**

Date Received:\_\_\_\_\_

Reviewed By:\_\_\_\_\_

Board of Adjustment Hearing Date:\_\_\_\_\_

Conditions or Notes

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