

# Request for Residential Zoning Variance

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally request a zoning variance for my property located at [Insert Address]. I am planning to undertake a new construction project that involves [briefly describe the nature of the construction, e.g., building a new home, adding an extension, etc.].

The current zoning regulations restrict [describe the specific zoning restrictions that apply, e.g., height limitations, setback requirements, etc.], and I am seeking a variance to allow for [describe what you are requesting to change about the zoning, e.g., a greater height, reduced setbacks, etc.].

This variance is necessary because [explain the reasons for the variance request, e.g., unique lot characteristics, neighborhood compatibility, etc.]. Granting this variance would not only allow me to complete my construction as envisioned but also improve the overall value and aesthetics of the neighborhood.

I have attached the relevant plans and documentation, including [list any supporting documents such as surveys, architectural plans, etc.]. I am more than willing to discuss this matter further and answer any questions you may have.

Thank you for considering my request. I look forward to your favorable response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]