



How to Submit a Variance Request

- 1. Written letter, on letterhead, to Larry Finney, Building Official, stating the reason or reasons for the request.**
- 2. \$350.00 cash or check (made payable to the City of Lewisville).**
- 3. Site location map
(25 - 8" x 10" copies).**
- 4. Color or black & white pictures of information/drawings
(25 - 8" x 10" copies).**
- 5. Please submit request at least 2 ½ weeks prior to Council Meeting. Council meetings are held the 1st and 3rd Monday's of each month (subject to change due to holidays).**