

Variance Application Information

*Application will not be accepted unless submitted with all of the required information:

- Site sketch indicating setbacks
- Survey done by licensed Land Surveyor
- Septic information indicating if the system is conforming or not (if applicable)
- All other information requested in Article 7.02.A of the Zoning Ordinance or deemed necessary by the Zoning Office or Board of Adjustment to make a termination on your application. (See items listed below)

Section 7.02. PROCEDURE

A. Application

1. The applicant requests the proper form for a variance from the Zoning Administrator. The application shall contain the following information:
 - a. Name and address of the owner and applicant.
 - b. Legal description and local address of the affected property.
 - c. The specific provision of this Ordinance from which the variance is being requested.
 - d. Statement of what is intended to be done on or with the property, which does not conform to the provisions of this Ordinance.
 - e. Detailed site plan as required in this Ordinance.
 - f. Statement detailing that the strict application of the provisions of this Ordinance would result in practical difficulties or unnecessary hardships inconsistent with its general purpose and intent.
 - g. Statement illustrating that there are exceptional circumstances or conditions applicable to the property involved or to the intended use or development of the property that do not apply generally to other property in the Zoning District vicinity.
 - h. Statement supporting the fact that the granting of a variance will not be materially detrimental to the public welfare or injurious to the property or improvement in such zone or neighborhood in which the property is located.
 - i. Signature of the applicant.
 - j. Any other information or exhibits as required by the Board of Adjustment necessary to make findings and determinations on the application.
 - k. Name and address of all property owners and legal description of all properties within one-quarter (1/4) mile site and not in Meeker County shall be furnished by applicant.
2. The Zoning Administrator shall have the option of deleting any informational requirements determined to be not applicable to the particular application.
3. The completed application shall be filed with the Zoning Administrator accompanied by the fee as set by the County Board.