



Washington County Planning and Parks Department

VARIANCE APPLICATION

(or Request for Appeal or Interpretation)

File No. BA _____ Hearing Date _____

Receipt No. _____ Tax Key # _____

Owner of Property: _____

Mailing Address: _____

(Street)

(City)

(State)

(Zip)

(Home Phone Number)

(Work Phone Number)

Any deviation from the standards of Chapter 23, for which a County permit has been denied by the administrator, may be allowed only upon written request for a variance submitted to the administrator, after a public hearing and the issuance of a variance by the County Board of Adjustment. The owner(s) herewith appeals said denial and seeks a variance from the Washington County Board of Adjustment.

Zoning District(s): Shoreland Wetland Floodplain

Location: _____ 1/4, _____ 1/4, Section _____ Township _____

Property Address _____

Subdivision _____, Lot(s) _____, Block _____

Current Use _____

Proposal _____

Date of any previous variance hearing: _____

Is the applicant requesting a contested case hearing? Yes ____ No ____

List Reasons For Variance

Code Section _____ Description _____

Code Section _____ Description _____

Code Section _____ Description _____

Code Section _____ Description _____

A variance is authorization granted by the Board of Adjustment to construct, alter or use a structure in a manner that deviates from the dimensional standards of the Washington County Shoreland/Wetland/Floodplain Zoning Ordinance. The burden will be on you, as property owner, to provide information upon which the Board may base its decision. At the hearing, any party may appear in person or may be represented by an agent or attorney.

Address each of the following ordinance standards that govern thy granting of a variance: (attach additional pages as necessary). NOTE: These do not encompass all of the factors the Board of Adjustment will consider.

(1) Will there be an **unnecessary hardship** to the property owner to strictly comply with the ordinance?

Unnecessary hardship exists when there is an inability to conform to the provisions of Chapter 23 due to special conditions affecting a particular property that would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome.

An applicant may not claim unnecessary hardship because of a self-created hardship or solely on the basis of economic gain or loss. When determining whether unnecessary hardship exists, the property as a whole is considered rather than a portion of the parcel. (For example decks and other similar accessory structures, the need for extra storage are not essential to the use of a property.)

(2) Do **unique physical limitations** of the property prevent compliance with the ordinance? If yes, please explain.

Unique physical limitations of the property such as steep slopes or wetlands that are not generally shared by other properties must prevent compliance with the ordinance requirements. A variance shall not be granted because of conditions that are common to a group of adjacent lots or premises. Circumstances of an applicant (growing family, need for a larger garage, etc.) are not a factor in deciding variances.

(3) What impacts to the **public interest** would occur if the variance was granted? A variance shall not be granted unless it is shown that the variance will not be contrary to the public interest and will not be damaging to the rights of other persons or property values in the area.

These interests are listed as objectives in the purpose statement of the ordinance and may include: drainage, preserving water quality, preserving wetlands, regulating pollution sources, aesthetics, protecting health, etc.

If an appeal of a permit refusal by the Planning and Parks Department or a request for interpretation, state why the decision of the Department is alleged to be in error. _____

Note: The application must be accompanied by a survey or plot plan that describes the property boundaries and the details of the project. The level of detail of the drawings required will depend on the project and determined by Department staff. Additions, remodeling, and other structural projects may require architectural or building plans. Projects involving grading may require cross-sectional drawings to be submitted showing how grades will be altered. See the Washington County Shoreland Zoning application for items that may be required to be included in the plot plan or survey. **Submit three (3) full sets of plan: four (4) sets if floodplain is involved.**

- Contact the appropriate Town Zoning Board to inform them about the proposal before submitting the application.
- Either the applicant or applicant’s agent must be present at the Board of Adjustment hearing.
- A non-refundable hearing **fee of \$810.00** is required, payable to the Planning and Parks Department, 333 E. Washington St., Suite 2300, P.O. Box 2003, West Bend, WI, 53095.
- Contact the Department of Natural Resources for their possible permitting requirements.
- Stake project boundaries prior to hearing.

The undersigned hereby attests that the above stated information is true and accurate and further gives permission to the Planning and Parks Department staff and Board of Adjustment members to view the premises in regards to the variance application.

Signature of **all** owners on current deed:

(Sign) (Print Name) (Date)

(Sign) (Print Name) (Date)