

Village of Balsam Lake Zoning Administration

404 Main Street P.O. Box 506 Balsam Lake WI 54810

715-485-3424 or 715-485-3535 Fax 715-485-9339

E mail vobl@lakeland.wi

Variance Application # _____

Potential Appellants to the Board of Adjustment, please take note: The authority of the Board of Adjustment to grant variance appeals are tightly limited by statute, ordinance and court decisions. Please consider carefully whether your appeal meets all of the following three standards:

- A. Hardship: Unnecessary hardship will result from liberal enforcement of the terms of the zoning ordinance in that you would be denied all reasonable use of the property.
- B. Physical Property Limitations: The hardship is due to physical limitations of the property rather than the circumstances of the appellant.
Physical limitations of the property itself refer to dimensions and topographic features, such as slope, wetland, etc. Location of existing structures of the property is not a physical limitation of the property.
- C. Public Interest: The request variance is not contrary to the public interest.

If you feel you do meet these standards, you will be required to submit the following:

- 1. Board of Adjustment Application
- 2. Identification and Description Information
- 3. Building Permit Form and two copies of your building plan
- 4. Zoning Fee of **\$200.00**

The fact that your neighbors and Village Board do not oppose, or may even support your request for a variance does not demonstrate meeting this requirement.

I certify that all data on my application forms; plans and specifications are true and correct to the best of my knowledge.

Owners Name

Owners Mailing Address

Residential Address

Home Phone Number

Work Phone Number

Cell Phone Number

Email address _____

Applicant's Signature

Date Signed

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1. Village of Balsam Lake Board of Adjustment Application

A. General Data

_____ submits the following data for the purpose of securing a variance from the dimensional standards of the Village of Zoning Ordinance.

B. Project Information

1. Specify the section of the ordinance from which variance is sought:

Article: _____ Section: _____

2. Zoning District: _____

3. Explain how the proposed development varies from dimensional standard ordinance:

4. Explain the hardship imposed by zoning ordinance:

5. Describe unique property features that cause hardship:

6. Explain why the proposed variance will not harm the public interest:

7. Check all supporting documents and data which are being submitted to help explain this project proposal.

- Sketch Plan
- Flood Proofing Plans & Specifications
- Engineering Plans
- Certified Survey Map
- Other (Specify): _____

The following information will be needed before a Zoning meeting will be scheduled.

All applications and plans for a Zoning Permit must be submitted to the Zoning Administrator and should be accompanied by two copies of the plan. The plan and application must provide the following information.

2. Identification and Description Information

Location of the project by legal description, street address, color of house:

3. Building Permit Form

- a. Graphic scale, north arrow, date of plan preparation
 - ◆Please enclose two copies of your building plan

- b. Existing Condition Information
 - ◆Total square feet or acreage of site
 - ◆Location of present utility systems including:
 - Private well and septic systems
 - Public sanitary sewer
 - Public water supply
 - Telephone, gas, cable and electrical supply
 - ◆Indication of zoning district designation
 - ◆High water mark of any adjacent watercourses
 - ◆Areas of existing wetland, water bodies and vegetation
 - ◆Current uses of any buildings that exist on the site
 - ◆Railroad and utility right-of-ways, parks, easements, section lines and corporate boundaries, if on the lot or immediately adjacent to the lot.
 - ◆An accurately dimensioned site plan indicating property boundaries or a certified survey

- c. Site Design Information Scale 1" = 10' or 1" = 20'
 - ◆External dimensions of buildings and distances to lot lines
 - ◆Percent of proposed plan that is pervious and vegetated (lawn, trees, woodland, wetland, farmland, landscaping)
 - ◆Percent of proposed plan that is impervious and not vegetated (building, parking, access drives, surface storage)
 - ◆Curb cuts for access to the site
 - ◆Intended use of any proposed structures and number of intended occupants

- d. Building Design Information Scale 1/4" = 1'0"
 - ◆Exterior elevations of all sides of the building for new construction or addition to existing
 - ◆For additions, dimensioned floor plan of building and proposed addition
 - ◆Square footage of garage or storage

For office use only:

Names and addresses of all abutting and opposite property owners within 100 feet:

Name: _____

Mailing address: _____

City: _____ State: _____ Zip Code: _____

Property Address: _____ Tax Id #: _____

Name: _____

Mailing address: _____

City: _____ State: _____ Zip Code: _____

Property Address: _____ Tax Id #: _____

Name: _____

Mailing address: _____

City: _____ State: _____ Zip Code: _____

Property Address: _____ Tax Id #: _____

Name: _____

Mailing address: _____

City: _____ State: _____ Zip Code: _____

Property Address: _____ Tax Id #: _____

Name: _____

Mailing address: _____

City: _____ State: _____ Zip Code: _____

Property Address: _____ Tax Id #: _____

Name: _____

Mailing address: _____

City: _____ State: _____ Zip Code: _____

Property Address: _____ Tax Id #: _____

Application received: _____

Date of Zoning Meeting: _____

Building/Zoning Permit received: _____

Building/Zoning Permit #: _____

Zoning Board Meeting fee received: _____

Members who will be absent from meeting:
