

# Le Sueur County

## Use Variance Application

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### I. Applicant:

Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Phone # \_\_\_\_\_

### II. Property Owner (s), if different from above:

Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Phone # \_\_\_\_\_

### III. Parcel Information:

Parcel Number \_\_\_\_\_ Parcel Acreage \_\_\_\_\_  
Legal Description-Full legal description must be attached (*not from tax statement*)  
\_\_\_\_\_

### IV. Variance Request:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### V. A variance may be granted only where the strict enforcement of the County zoning controls will result in a hardship. A determination that a "hardship" exists upon the consideration of the following criteria.

- |                                                                                                               |   |   |
|---------------------------------------------------------------------------------------------------------------|---|---|
| 1. Is the alleged hardship due to circumstance unique to the property?                                        | Y | N |
| 2. Were the circumstances causing the hardship created by someone or something other than the property owner? | Y | N |
| 3. Is the variance reasonable?                                                                                | Y | N |
| 4. Will the issuance of the variance maintain the essential character of the locality?                        | Y | N |
| 5. Does the alleged hardship involve more than economic considerations?                                       | Y | N |
| 6. Is the variance consistent with the Zoning Ordinance and Comprehensive Plan?                               | Y | N |

### VI. Quantities and Submittal Formats:

- One reproducible 8.5" x 11" copy of the request and all other supporting documents.
- If in color, an aerial, or larger than 8.5" x 11" in size, 10 copies must be submitted.
- Electronic version of any supporting documents, if available.
- Additional copies may be requested as deemed necessary by the Planning & Zoning Department.
- Application must be made in person by the applicant and/or owner no later than 12 P.M. on the date of application deadline. **Appointment is necessary.** Applications will not be accepted by mail.
- All required information must be correct and submitted **at the time of application.** or the application will not be accepted.

**VII. Attachments shall include but not limited to:**

- |                                 |                                                                |
|---------------------------------|----------------------------------------------------------------|
| _____ a. Site Plan              | _____ d. Floor plans and/or blue prints <i>(if applicable)</i> |
| _____ b. Full legal description | _____ e. Septic plans <i>(if applicable)</i>                   |
| _____ c. Access approval        | _____ f. Erosion control plan <i>(if applicable)</i>           |

**VIII. Site Plan:**

**BUILDING SITE SHALL BE PHYSICALLY STAKED OR THE APPLICATION WILL BE TABLED.**

Site plan shall include but not limited to:

- North point
- setbacks
- property lines
- road right-of-way
- easements
- current & proposed impervious surface-Itemized with percentages *(if in shoreland)*
- landscape, screening and buffering *(if applicable)*
- location of significant trees to be removed *(if applicable)*
- note how disturbed areas will be restored *(if applicable)*
- lakes
- rivers
- wetlands, ponds
- streams
- well
- existing structures *(within and adjacent to project area)*
- proposed structures
- lot dimensions
- septic system
- access

**IX. Fee:**

Variance:	\$ 600	<b>After-The-Fact Penalty:</b>	<b>\$1,500</b>
Filing Fee:	\$ 46	<i>Or 10% of the value of the improvement, whichever is greater.</i>	
Special Meeting:	\$1,200	<b>After-The-Fact meeting fees are <u>doubled</u>.</b>	

**X. Procedure:**

The Board of Adjustment shall hold a public hearing on the proposed Variance at a regularly scheduled Board of Adjustment meeting. The Board of Adjustment has the authority to determine Variance approval or denial. The Planning & Zoning Administrator shall notify the applicant and/or landowner in writing of the Board of Adjustment decision. A zoning permit is required prior to starting construction; however zoning permits will not be available the day of the Board of Adjustment meeting.

**XI. Signatures:**

*I hereby certify with my signature that all data contained herein as well as all supporting data are true and correct to the best of my knowledge.*

\_\_\_\_\_  
Applicant signature \_\_\_\_\_  
Date

*I hereby certify with my signature that all data contained herein as well as all supporting data are true and correct to the best of my knowledge.*

\_\_\_\_\_  
Property Owner signature \_\_\_\_\_  
Date

**OFFICE USE ONLY**

Date received _____	Present Zoning Classification _____	Feedlot within <b>500'</b>	<b>1000'</b>	<b>N</b>
Meeting date _____	Lake Classification _____	Erosion Control Plan	<b>Y</b>	<b>N</b>
60 Day _____	Lake _____	Water courses	<b>Y</b>	<b>N</b>
FEMA Panel # _____	Flood Zone _____	Bluff	<b>Y</b>	<b>N</b>

£ Application complete	£ Ordinance	£ Septic _____	<b>CI / DESIGN</b>
£ Site Plan	£ Access approval	£ Fee \$ _____	<b>ATF / SPEC MTG</b>
£ Full legal	£ Blue Prints	£ Other _____	

\_\_\_\_\_  
Planning & Zoning Authority signature \_\_\_\_\_  
Date \_\_\_\_\_  
Permit #