

Town of Union Board of Appeals

**PETITION FOR GRANT OF VARIANCE**

**PETITION:** (I) (We)

Full Name

Telephone Number

Mailing Address

City

State

Zip Code

Hereby petition(s) the Town of Union Board of Appeals for a variance from Section (s)

Of the Town of Union Zoning Ordinance which requires:

(I) (We) propose to

**LOCATION:** The description of the property involved in this petition is located at:

Fire Number

Road

Parcel Number

Zoning District

Lot Size

Existing use of structure or land in question

**ATTACHMENTS:**

- 1) A site plan indicating lot size, size of buildings and decks, distances between buildings and the center lines of all abutting roads, ordinary high water mark, lot lines (identify lot markers), the sanitary waste disposal system and well. If a survey is available, please submit the survey.
- 2) Building plans of the proposed project, including floor plans and elevation views. (The Board of Appeals will only review the plans submitted with this petition. A change in plans will warrant a new petition, fee, and public hearing.)
- 3) A statement describing the details as to the narrowness, shallowness, shape, topography, or other characteristics of the land or the physical condition applying to the building, structure, use or intended use which make it not merely inconvenient but extremely difficult, if not impossible, to comply with the provisions of the Ordinance.
- 4) A statement detailing the above conditions are unique to this property and generally do not exist on other properties in the same zoning district.
- 5) A statement that unnecessary hardship was not caused by the petitioner nor by any person still having an interest in the property.
- 6) A non-refundable \$300.00 fee made payable to the Town of Union is required to defray the costs.

**CERTIFICATION:** I hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief. I have read and understand the variance information that was provided to me with this petition form.

**SIGNATURE OF PETITIONER/AGENT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SCHEDULING:** This petition will be scheduled for the next available Town of Union Board of Appeals meeting. Approximately one-week prior to the meeting, a notice will be mailed to you providing further information regarding the time and location of the meeting. It is recommended that the petitioner attend the Board of Appeals meeting to present the case and to answer any questions the Board of Appeals may ask. If you are unable to attend the meeting, you may want to have your attorney or contractor present on your behalf. A notice will also be sent to the adjacent property owner. The notice will give the adjacent property owner the option to attend the meeting or contact the Board of Appeals Chairman prior to the meeting to state any concerns or objections. It will be assumed there are no concerns or objections if the adjacent property owner does not attend the meeting or contact the Board of Appeals Chairman as stated.

**Mail form and payment to:** Beth Hanson, Union Town Clerk, PO Box 3, Brussels WI 54204