

Village of Cambridge Variance Application

200 Spring Street, PO Box 99, Cambridge, WI 53523 ♦ Phone (608) 423- 3712

<https://cambridgewi.gov>

The Village of Cambridge Zoning Board of Appeals (ZBA) meets as needed at the Amundson Community Center as applications are submitted. Notices are published 10-30 days prior to the hearing. The applicant may appear in person, by agent, or attorney. Decisions are issued within 30 days of the public hearing. To grant a variance, the ZBA must find:

1. Unique physical conditions causing hardship
2. Conditions are specific to the property
3. Not solely for financial gain
4. No harm to public welfare or neighboring properties
5. Consistent with the spirit of the zoning code

The ZBA may impose conditions to ensure compliance with zoning standards.

If you have any questions about Development requirements, please contact Stephen Tremlett, Zoning Administrator, at (608) 242-6605 or stremlett@msa-ps.com.

Owner Name(s):	
Applicant Name (if different than above):	
Property Address:	Parcel #:
Applicant Address (if different than above):	
Applicant Phone:	Applicant Email:
Property Zoning Designation:	Property Use:
Section(s) of Ordinance that Necessitates Variance Request:	

The fee for the variance application is ___. Please submit to the zoning administrator:

- Site Plan
- Applicant and neighboring property owner information
- Proof of ownership or authorization
- Complete the Hardship Evaluation Questionnaire
- Any additional required materials

I (we) certify that all of the above statement and the statements contained in any papers or plans submitted herewith are true to the best of my (our) knowledge and belief. I (we) consent to the entry in or upon the premises described in this application by any authorized official of the Village of Cambridge for the purpose of securing information posting, maintaining and removing such notices as may be required by law

Applicant Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

For Staff Use Only	
Date Received:	Fee Paid?
Public Hearing Date:	Public Hearing Publication Dates:
Date Public Hearing Notices Mailed to Adjoining Property Owners:	
ZBA Decision: ☐ Denied ☐ Approved Subject to:	

Hardship Evaluation Questionnaire-Variance Application

1. What specific zoning requirement are you requesting relief from?
2. Describe the unique physical characteristics of your property (e.g., shape, topography, natural features) that make it difficult to comply with the zoning code._
3. How do these conditions differ from other properties in the same zoning district?
4. Why can't the property be reasonably used or developed in compliance with the current zoning regulations?
5. What hardship would result if the variance is not granted?
6. Is the hardship self-created (e.g., due to actions taken by the current or previous owner)?
☐ Yes ☐ No
If no, explain:
7. Will granting the variance negatively impact neighboring properties or the public interest?
8. Is the variance request based solely on financial gain or convenience?
☐ Yes ☐ No
If no, explain:

9. How does the requested variance align with the intent and purpose of the zoning code?

10. Are there any alternatives to the variance that would allow reasonable use of the property?