

The above space reserved for County Recorder

Must be typed or black ink

Office of Land Management

APPLICATION FOR VARIANCE

Public Health Building 10 1st St NW

Elbow Lake, MN 56531

218-685-8224

Permit No. \_\_\_\_\_

1. Lake/River No. 26-	2. Lake/River Name	3. Lake/River Class	4. Section	5. Twp. Name
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6. Parcel Number(s)	7. Property (E-911) Address
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8. Legal Description

	Last name	First	Mailing Address	Daytime phone No.
9. Property Owner				

10. Type of Variance requested (check the appropriate request)  
 ( ) Structural Setback ( ) Structural Size ( ) Septic System ( ) Miscellaneous \_\_\_\_\_ Ordinance Section \_\_\_\_\_

**SPECIFY VARIANCE REQUEST:**

11.  Sketch and supporting data submitted: (if not will not accept)

Explain in detail the following: (use reserve side)

1. How the strict application of the provisions of the ordinance will result in practical difficulties or unnecessary hardship(s):
2. How there are exceptional circumstances or conditions applicable to the property involved or to the intended use or development of the property that do not apply generally to other property in the same zone or neighborhood:
3. How the granting of a variance will not be materially detrimental to the public welfare or injurious to the property or neighborhood that the property is located:

Note: The Board of Adjustment is required to make a written finding of the facts from the showing applicant makes that the three above enumerated conditions exist and in addition thereto must find that the granting of such variance will not be in contrary to the objectives of the Comprehensive Plan.

12. Application dated: \_\_\_\_\_ 201\_\_\_\_

Landowner Signature(s): \_\_\_\_\_

13. Office Use

Permit Fee: \$ 300.00

RECEIPT NO. \_\_\_\_\_

14.

Date of Board of Adjustment Hearing \_\_\_\_\_ Time \_\_\_\_\_

15. **Explanation of Variance request:**

1.

2.

3.

*For Office Use Only*

This application is hereby  approved  approved with conditions  denied by the Board of Adjustment.

\_\_\_\_\_  
Chairperson/Grant County Board of Adjustment

\_\_\_\_\_  
Date

Conditions:

Variance processed in accordance with regulations and Minnesota Commissioner of Natural Resources notified this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_.

Variance No. \_\_\_\_\_ Administrator Officer: \_\_\_\_\_

## Permit Application Key (VAR)

1. Lake/River No: The DNR protected waters number can be obtained from the Land Management Office.
2. Lake/River Name: The DNR protected waters name can be obtained from the Land Management Office.
3. Lake/River Classification: The DNR protected waters classification can be obtained from the Land Management Office. Lakes are divided into three classes; Natural Environment, Recreational Development, and General Development. Each lake class has different minimum lot sizes and setback requirements and will determine how close to the lake you are able to build.
4. Section: Section numbers can be obtained from tax statement, deed, or abstract.
5. Township Name: Indicate township name.
6. Parcel Number: Parcel numbers can be obtained from your property tax statement. It is located in the upper right hand corner. This is a nine digit number ( i.e. xx-xxxx-xx).
7. Property (E-911) Address: The address can be obtained from your property tax statement. If you do not have a property address, leave blank and one will be assigned to you. This requires a separate application that can also be obtained from the Land Management Office. The application fee is \$50.00 and no permits will be issued until this fee is paid.
8. Legal Description: Legal descriptions can be obtained from your tax statement, deed, or abstract. For example, Lot 5, Block 1, Blank Addition or Government Lot 3.
9. Property Owner: Print name, address, and phone number of legal property owner.
10. Variance request: Check what type of variance is being requested, and specify exactly what is intended to be done on, or with the property that does not conform with the Shoreland Management Ordinance. Also indicate from what section of the Shoreland Ordinance the variance request is being made.
11. Supporting Data: Supplementary information should include a scaled drawing of the property. All existing and proposed structures must be submitted as a part of this request. The drawing must show property lines, with dimensions of each side (road, lake, and two property lines). The drawing should highlight the same information as the variance request.  
  
Response to the explanation of why a variance should be granted is to be answered on the reverse side of the application. The explanation is intended to demonstrate that a "hardship" exists. A hardship is defined as; the property in question cannot be put to a reasonable use if used under the conditions allowed by the official controls; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute a hardship if a reasonable use for the property exists under the terms of the ordinance and as defined in Minnesota Statutes Chapter 394.
12. Signatures: The application will need to be dated and signed by the legal landowner(s).
13. Permit Fee: The permit fee for a Variance application is \$300.00.
14. Hearing Date: Following submittal of a complete application the landowner will be informed of the next scheduled meeting and appear before the Board of Adjustment
15. Based on the explanation of hardship the Board of Adjustment will make a decision regarding the granting of the variance. The decision will be recorded on the deed to the property. The recording fee shall be paid by the landowner. The DNR will also be informed of the decision.