

Land Use Application Form-Variance

Date Received: _____

City of Walker
P.O. Box 207
Walker MN 56484
(218) 547-5501

File# _____

Fee Amount: _____

Check # _____

Applicant Name: _____ Phone(_____) _____ - _____

Address: _____ Property ID: _____

Email Address: _____

Owner Name: (if different) _____ Phone: (_____) _____ - _____

Address: _____

Legal Description: (not from tax statement) (Attach Additional Sheets if Necessary)

Request:

- | | |
|--|---|
| <input type="checkbox"/> Sketch Plan Review (\$150 credited to Prelim Plat) | <input type="checkbox"/> Conditional Use Permit (\$395+ recording fee) |
| <input type="checkbox"/> Preliminary Plat < 14 lots (\$395 + \$50 per lot) | <input type="checkbox"/> Extension of CUP (10% of original/\$50 min) |
| <input type="checkbox"/> Preliminary Plat - 14 lots + (\$3,000 deposit, actual costs invoiced) | <input type="checkbox"/> Rezoning (\$395) |
| <input type="checkbox"/> Final Plat (\$250 + recording fee) | <input type="checkbox"/> Street Vacation (\$395) |
| <input type="checkbox"/> Lot Split Metes & Bounds *(\$150 + \$25 per lot) | <input type="checkbox"/> Variance (\$395 + recording fee) |
| <input type="checkbox"/> Zoning Amendment (\$395) | <input type="checkbox"/> Special Meetings @ Applicant's request (\$500) |
| <input type="checkbox"/> Interim Use Permit (\$395+ recording fee) | |

Description of Request:

Once the City has received a completed application and all fees are paid, the Zoning Administrator will schedule a Public Hearing before the appropriate Board or Commission.

Signature of Applicant

Date

Signature of Applicant

Date

.....

Complete Application Received:

Zoning Administrator

Date

Site Plan

Include the following on the site plan:

- Setbacks-Side Yard, Rear Yard, Road, Ordinary High Water Level, Wetlands
- Existing Structures
- Proposed Structures/Additions/Modifications
- Roads & Existing or Proposed Approaches
- Parking Areas & Driving Surfaces
- Existing & Proposed Fences or Screening
- Existing & Proposed Lighting
- Existing & Proposed Signage (on & off the building)
- Outdoor Sales, Display, or Storage Areas



CITY OF WALKER VARIANCE APPLICATION

All items must be completed before this application will be processed.

1. A legal description of the site.
2. A site plan drawn to scale showing:
 - parcel dimensions
 - existing and proposed building dimensions & square footage
 - existing structures in solid lines
 - proposed structures/additions in dotted lines
 - ten-foot minimum contours
 - surface water features
3. All proposed buildings must be staked on-site.
4. Existing and proposed curb cuts, driveways, access roads, parking, off-street parking, off-street loading, and sidewalks.
5. Proposed landscaping and screening plans.
6. Proposed drainage plan.
7. Proposed and existing sanitary sewer and water supply plans with estimated usages on peak day.
8. Soil data.
9. Proposed signing and lighting.
10. A current survey showing existing iron pipe boundary monuments marked with proof of survey. Stakes must be visible on-site.
11. Include ground level photographs showing lake and up-land conditions, at the project site.
12. An approved MPCA Stormwater Permit if project disturbs over 1 acre.
13. Accurate parcel identification numbers must be given and these are usually found on your tax statement or deed.
14. The fee or contract owners of the property shall sign the application.
15. Include the \$395.00 non-refundable application fee. Make checks payable to “City of Walker”.

When you have completed the application and all accompanying plans, etc., mail or deliver it, and the fee to: City of Walker, 205 Minnesota Avenue West, P.O. Box 207, Walker MN 56484.

Applications must be complete and received by 4:30 p.m. on the application deadline date in order to be placed on the corresponding Board of Adjustment meeting agenda. Applications found to be incomplete will be returned.

You will be notified by mail as to the date and time of the parcel viewing and hearing on your application.

If your variance application is approved, you must still obtain all necessary permits before starting your project(s).

The applicant is responsible for securing any other local, state, or federal permits that may be required.

The applicant hereby makes application for a variance, agreeing to do all such work in accordance with all Walker City Ordinances. Applicant agrees that application, site plan, and other attachments submitted are true and accurate. Applicant agrees that, in making application for a variance, applicant grants permission to the City of Walker, at reasonable times to enter applicant’s premises, to determine compliance of that application with any applicable city, county, state or federal ordinances or statutes. If any of the information in the

application is later found or determined by the city to be inaccurate, the City may revoke the permit/variance based upon the supplying of inaccurate information.

A Variance application is a request for a land use or development as defined by ordinance that must begin within six months, and must be completed within one year (unless extended by the Board of Adjustment) or the permit shall be considered null and void. A second extension shall require a new public hearing.

A public hearing will be conducted by the Board of Adjustment with their recommendation passed to the City Council for final action on the request. All property owners within a minimum of 350 feet of your lot line will be notified by mail, by the City, of the public hearing date, time, and location.

It is suggested that the Applicant contact the City of Walker Zoning Administrator for a pre-application meeting. You, or a representative, are required to attend the Board of Adjustment meeting. Their recommendation will be heard at the next City Council meeting following the Board of Adjustment meeting, unless otherwise notified. If you are unable to attend that meeting, please call Planning and Zoning at (218) 547-5503 or (218) 547-5501

**City of Walker
Proposed Findings**

The following are findings for consideration by the Board of Adjustment supporting or denying the variance request:

(Must be completed by applicant or application is incomplete)

Per Section 109-48. – Variances; variances shall be decided within the required time frame with consideration for the following:

(1)The applicant establishes that there are practical difficulties, as defined in this chapter, in complying with the official control;

What are the practical difficulties in complying with the Ordinance?

(2)The plight of the landowner is due to circumstances unique to the property not created by the landowner;

Explain:

(3)The deviation from the chapter with any attached conditions will still be in harmony with the general purposes and intent on the chapter and the comprehensive plan;

How will your request still be in harmony with the general purposes and intent on the Ordinance/Code you are asking a variance for? Does your proposal for a variance conform to the Comprehensive Plan?

(4)The variance will not alter the essential character of the locality;

How will this not alter the essential character of the location?

(5)The variance is not for economic reasons alone;

Explain:

(6)Variances shall not allow or create a use not provided for in a zoning district; and

Is your variance request for a use not provided for in your zoning district?

Yes () No () Not Applicable ()

Explain:

(7)The board of adjustments and appeals may recommend the imposition of conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

You are subject to proposed conditions created by your proposed variance request and the conditions will be consistent to the impact created by your variance request.

I have read and fully understand the above instructions. I hereby swear that all information provided in this application is true and correct.

A parcel in joint ownership must provide written permission of all owners, below:

Owner: _____ Date: _____

Owner: _____ Date: _____

Owner: _____ Date: _____

Owner: _____ Date: _____

ALL PROPOSED PROJECT PLANS MUST BE DRAWN TO SCALE AND 3 COPIES SUBMITTED AT THE TIME OF APPLICATION