

Itasca County Variance Application (v.04.09.12)

PERMIT # _____

Itasca County Environmental Services
123 NE 4th Street
Grand Rapids, MN 55744
Phone: (218) 327-2857
TDD: (218) 327-2806
Fax: (218) 327-7331

APPLICANT/OWNER NAME(S): _____

AGENT NAME: _____

MAILING ADDRESS: _____

PROPERTY ADDRESS: _____

PHONE: _____ **ALTERNATE PHONE:** _____

PARCEL IDENTIFICATION NUMBER _____

LEGAL DESCRIPTION: _____

SECTION: _____ **TOWNSHIP:** _____ **RANGE:** _____ **TOWNSHIP NAME:** _____

ZONING DISTRICT: _____ **LAKE NAME/CLASS:** _____

THIS VARIANCE APPLIES TO _____ **SECTIONS OF THE ZONING ORDINANCE**

EXPLAIN REQUESTED VARIANCE NEED(S): Detailed description of practical difficulty, or reasons for the variance

***Attach additional sheets if necessary labeled "Variance Request"**

***Please see the Criteria Necessary for the Granting of a Variance and, if applicable After the Fact Variance**

IS THE VARIANCE REQUEST AFTER THE FACT? _____ **YES** _____ **NO**

MANDATORY LAKESHORE MITIGATION: (To be included with the variance application if applicable)

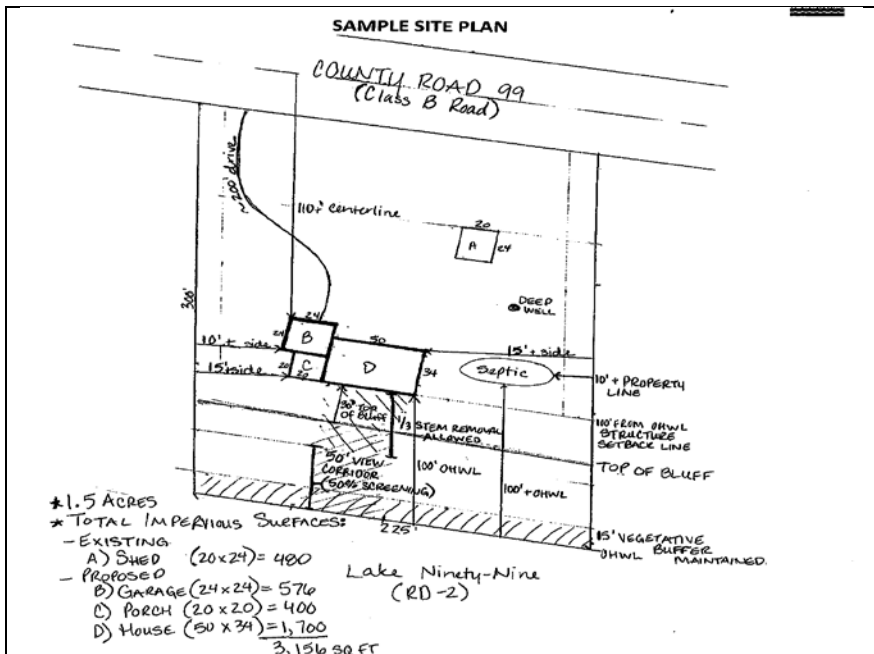
A. Septic System: Certified _____; Shall be Upgraded _____ with Permit/Design obtained by: _____
Certification of New Septic System by: _____

B. Erosion control, storm water management, and mitigation plan as shown in Variance Application
Instructions. _____ **YES** _____ **NO** _____ **Not Applicable**

SITE PLAN SKETCH



EXAMPLE SITE PLAN SKETCH



*You must include all buildings, existing and proposed, on your property and label them. You must include all dimensions (including height) of the buildings as well as all setbacks to property lines, lakes or rivers, roads, and any other pertinent setbacks. Indicate slope of property with arrow(s).

Site Inspection: The applicant acknowledges that no one can be prohibited from coming onto the property when the site is inspected by the Board of Adjustment.

Upon approval of this variance, it shall be the responsibility of the applicant to notify the Environmental Services Department, upon completion of their project, including any conditions. The property may be inspected at any time to assure and affirm all conditions and terms of the permit are in compliance.

SIGNATURE _____ **DATE** _____

FOR OFFICE USE:

On _____, the Environmental Services Department received the completed application, accompanying information and the fee is paid in full. Also the Applicant or Agent has been given a copy of the information handout that addresses their responsibility for the variance processing.

PERMIT APPROVAL: In accordance with MS#15.99, Itasca County must approve or deny the variance application within 60 days of submission of the completed application/fee. If said application is denied, the reason/s must be stated in writing at the time of denial. This time line may be extended by Itasca County for another 60 days provided the applicant/s receive written notice with reasons for the extension. The extension may not exceed 60 days unless approved by the applicant. The 60 days will end on: _____.

On _____ Planning Commission/BoA authorized an extension for the following reasons with an expiration date of:

AUTHORIZING SIGNATURE _____ **DATE** _____

On _____, the applicants hereby waive the time frame requirements set forth in MS#15.99:

APPLICANT SIGNATURE _____ **DATE** _____

Witness: _____

RECOMMENDATIONS:

TOWN BOARD OF _____ APPROVAL CHAIR _____

OR AMEND DATE _____

UNORGANIZED TOWNSHIP REJECTION COMMISSIONER _____

REASONS: _____

DECISION: *The Board may impose conditions in the granting of a variance to insure compliance, to protect the environment, and to protect adjacent properties and the public interest, but any and all conditions must be directly related to and must bear a rough proportionality to the impact created by the variance.*

On _____ the Board of Adjustment, unanimously/ majority vote APPROVED AMENDED DENIED a variance for:

(Description of Variance and conditions or reasons for denial)

_____ DATE _____

Chairperson – Itasca County Planning Commission/Board of Adjustment

*Approval includes the findings of fact and compliance with all County, State and Federal Rules, Regulations and Statutes as required by law. In accordance with Section 18.4 of the Zoning Ordinance, an appeal to District Court may be filed within 30 days after the receipt of notice of the decision.