

## REQUEST FOR ZONING VARIANCE

Zoning Board of Adjustment

Variance Request No: \_\_\_\_\_

City of Humboldt, Iowa

Date Received: \_\_\_\_\_

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(Do not write in this space --- For office use only)

Hearing Date: \_\_\_\_\_

Parcel No: \_\_\_\_\_

Notice Published: \_\_\_\_\_

Zoning Class: \_\_\_\_\_

Action by Board:

Fee Paid: \_\_\_\_\_

Approved

Date Paid: \_\_\_\_\_

Denied

Approved with modification

Comments:

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**APPLICANT INSTRUCTIONS:** The purpose of a variance is to provide relief to a property owner when the strict enforcement of the zoning regulations (e.g. setbacks, lot size, parking requirement, or development percentage limitations) imposes an undue hardship or restriction on the reasonable use of property.

This application is intended to assist the applicant in presenting those conditions which must substantiate the need for a variance and demonstrate:

- A. Any existing conditions or circumstances which are peculiar to the property, structures, or building involved which are not applicable to other property, structures or buildings in the same district;
- B. That a literal interpretation of the provisions of the zoning ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district;
- C. The special conditions and circumstances are not a result of the actions of the applicant;
- D. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other properties, structures, or buildings in the same district.

The nonconforming use of neighboring properties, structures, or buildings in the same district; and no permitted use of lands, structures, or buildings in other districts shall be considered grounds for the issuance of a variance.

Upon the receipt of a completed application, which includes a detailed site plan as described herein along with any other documentation of the hardship cited, a public hearing will be scheduled at the discretion of the Board Secretary. A notice of said hearing shall be published in a paper of general circulation at least ten (10) days prior to the hearing date. The applicant shall be advised of the hearing date by mail, and must appear or provide representation by agent at the hearing to present the case to the Zoning Board of Adjustment.

A fee of **\$150** shall be attached to this application, as specified in Chapter 165.17 (3) to cover the cost of the hearing notice, notification of property owners and other administrative costs incurred by the City relating to this action.

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COMPLETE THE FOLLOWING:

Name of Applicant(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Property Interest of Applicant : ( ) Owner; ( ) Contract Purchaser;  
( ) Lessee; ( ) Other: \_\_\_\_\_

Name of Owner (if other than Applicant): \_\_\_\_\_  
Phone: \_\_\_\_\_

Location of Property:

Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Zoning Classification: \_\_\_\_\_ (Map in City Clerk's Office)

Present Use of Property: \_\_\_\_\_ Nonconforming? \_\_\_\_\_

Existing deed and/or tract restrictions (if any): \_\_\_\_\_

Variance Request: State exactly what is intended to be done with the property which does not conform to existing zoning regulations. Please cite relevant paragraphs of the Ordinance by section number, if known:

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I hereby certify that all of the above statements and the statements or information contained in any papers or plans submitted herewith are true and accurate.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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### SITE PLAN REQUIREMENTS

A site plan must be submitted with this application for variance drawn at a scale large enough for clarity showing the following information:

- A. **Location and dimensions of:** lot, buildings; driveways; and off-street parking areas.
- B. **Distance between:** buildings and front; side and rear lot lines; principle building and accessory buildings; principle building and accessory building on adjacent lots.
- C. **Location of:** signs, easements, underground utilities, septic tanks, tile, water wells, etc.
- D. Any additional information as may reasonably be required by the Zoning Administrator, Secretary to the Board, or the Board itself, as well as required by applicable sections of the City Zoning Ordinance.
- E. **Applicants are also required by the Board to display the dimensions of any proposed construction by staking the location of the corners of such proposed construction on-site.**