

City of Casselton

Board of Adjustments/Variance Application

Procedures and submission requirements can be found in the Casselton Land Use Ordinance. Application and non-refundable fee of \$150.00 must be submitted as soon as possible in order to allow sufficient time for notification of surrounding property owners (within 150 ft plus right of way) by the City Attorney. Board of Adjustments meets as needed. Final approval is awarded by the Board of Adjustments.

Applicant Name:

Phone:

Email:

Applicant Address:

City, State, Zip:

If the applicant is not the same as the owner, the owner should sign the application or submit a letter authorizing the applicant to proceed on behalf of the owner.

Owner name:

Owner Address:

City, State, Zip:

Legal Description of Property: *Attach additional sheet if necessary*

What rule are you asking to be varied?

- Setback variance – Circle one: 1. Side yard; 2. Front yard; 3. Rear yard
- Height of structure: Circle one: 1. Primary residence 2. Accessory Structure
- Size of detached garage in relationship to size of primary structure
- More than two accessory structures
- Something else. Specify below:

How does applicant want the rule varied specifically (include specific numbers or percentages)? (ex. I would like to build a deck within 5 feet of the side yard lot line, instead of the required 8 feet or I would like to build a detached garage that will be 28 feet tall, rather than the required 15 feet)

Briefly describe the reason for the request (why does applicant need the restriction varied?)

Is the above reason self-created?

Applicant Signature:

Date:

CITY OF CASSELTON USE ONLY:

A copy of the Casselton Land Use Ordinance was presented to the applicant by

MAIL EMAIL IN PERSON date: _____

Application and fees of \$ _____ received on date: _____

Present Zoning Classification: _____

Existing Land Use: _____

Date Deputy Auditor sent documents to City Attorney _____

Board of Adjustments Date _____ Approval: YES or NO