

# TOWNSHIP COOPERATIVE PLANNING ASSOCIATION

**TCPA**  
4111 11th Avenue SW  
Room 10  
Rochester, MN 55902

## VARIANCE APPLICATION

**PH: 507-529-0774**  
**FX: 507-281-6821**  
**EM: mail@tcpamn.org**  
**WEB: www.tcpamn.org**

TOWNSHIP: \_\_\_\_\_ DATE: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ PHONE #: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PROPERTY PARCEL #: \_\_\_\_\_

VARIANCE DESCRIPTION & REASON FOR VARIANCE REQUEST:

EXISTING USE OF PROPERTY:

HAS A VARIANCE BEEN SOUGHT FOR THIS PROPERTY BEFORE?:  
\_\_\_\_\_ - YES \_\_\_\_\_ - NO IF SO WHEN?: \_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_ FILING FEE: \_\_\_\_\_

SIGNATURE DATE:  
\_\_\_\_\_

APPLICATION COMPLETE DATE:  
\_\_\_\_\_(TCPA)

60-DAY DATE:  
\_\_\_\_\_(TCPA)

VARIANCE QUESTIONS: (Answer all of the following questions. Use a separate sheet if necessary.)

A variance may be granted only when the you can establish that there are practical difficulties in complying with the zoning ordinance. Economic considerations do not constitute practical difficulties. For the Board of Adjustment to grant your variance you must provide evidence that all of the following facts and conditions exist;

- 1) Explain and illustrate that there are extraordinary conditions or circumstances, like an irregular or especially narrow or shallow lot, or exceptional topographical or physical conditions, which are peculiar to your property and that do not exist on other lots or land in your same neighborhood or zoning district. Provide an aerial map/drawing to illustrate.

**COMPLETE BOTH SIDES OF THIS APPLICATION**

VARIANCE QUESTIONS: - continued

2) Explain and provide reasoning that the above extraordinary conditions or circumstances are unique to your property and that the circumstances or conditions were not created by you.

3) Explain why the variance is necessary to overcome practical difficulties in complying with the zoning ordinance so that your property can be used in a reasonable manner not permitted by the ordinance.

4) Explain how the variance will not be detrimental to the general public welfare or negatively affect your neighbors property value or their enjoyment of their property and that the variance will not alter the character of your neighborhood or area.

5) Explain why there is no alternative to your request. And if there are alternatives explain why those alternatives are not worthy of consideration.

You must provide a site plan for your proposed variance showing the following:

- Entrance and exit driveway(s).
- All structures on your property showing distances from lot lines, septic and well and other structures.
- If this a setback variance—show where the proposed structure will be located.

This Variance application will be considered incomplete and no action will be taken until the TCPA office is in receipt of; a.) this completed application form; b.) the site plan; c.) the filing fee.

**COMPLETE BOTH SIDES OF THIS APPLICATION**