





Adams County Planning & Zoning Department
P.O. Box 187
Friendship, WI 53934
Phone: 608 339 - 4222
Fax: 608 339 - 4504

www.co.adams.wi.gov

VARIANCE APPLICATION

FEE: \$300.00(1)

Office use:
File # \_\_\_\_\_ Date received \_\_\_\_\_
Fee \$ \_\_\_\_\_ Total acres \_\_\_\_\_
Comp. # \_\_\_\_\_ Parcel # \_\_\_\_\_

Applicant:

Name of Owner \_\_\_\_\_
Mailing Address \_\_\_\_\_
Phone \_\_\_\_\_

Property Location:

\_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4 Sec. \_\_\_\_\_ T \_\_\_\_\_ N R \_\_\_\_\_ E
Lot \_\_\_\_\_ Block \_\_\_\_\_ Addition \_\_\_\_\_
Subdivision or CSM \_\_\_\_\_
Address \_\_\_\_\_
Town of \_\_\_\_\_

Property information:

Total area of the property is: \_\_\_\_\_ acres \_\_\_\_\_ sq. ft.

Dimensions of the property: \_\_\_\_\_ feet x \_\_\_\_\_ feet

Current use is: \_\_\_\_\_ Proposed use is: \_\_\_\_\_

Hardship or reason for request:

Section \_\_\_\_\_ of the Adams County \_\_\_\_\_ Ordinance cannot
entirely be satisfied because \_\_\_\_\_

Variance requested:

In lieu of complying exactly with the rule, the following alternative is proposed: \_\_\_\_\_

IMPORTANT: Attach plot plan or location sketch {7 copies} showing the location, boundaries, uses and sizes of the
following applicable items: subject site, existing and proposed structures, all structure setbacks {current & proposed},
sanitary system, utilities, parking areas, property drainage, proposed excavation and / or filling, street rights-of-way,
easements, driveways, trees 6 inches or greater in diameter at waist height, and all other pertinent features.

A Variance granted by the Board of Adjustment shall expire within two (2) years unless substantial work has commenced.

The undersigned hereby applies for the ordinance change requested above and states that the information on this
application and the attached plot plan are accurate.

(1)If the Town Participation Form is not provided for the hearing
and the request is tabled as a result, the applicant shall pay
another application fee.

Signature of landowner

Date

Office notes: \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

**ADAMS COUNTY  
PLANNING AND ZONING DEPARTMENT**

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Applicant Name: \_\_\_\_\_

Parcel No. \_\_\_\_\_

**NOTES:** When requesting a Variance, proof of hardship, practical difficulties, why compliance with the rule is unnecessarily burdensome and / or other need for seeking relief from the provisions of the Ordinance(s) must be shown.

Depending on the request, in addition to the Town and property owners within 300 ft., this application may be forwarded to the following entities: {1} WDNR {2} WDOT {3} DATCP {4} Property owner associations.

**VARIANCE APPLICATION DATA**

Variance request for the following Ordinance(s):

- Adams County Comprehensive Zoning:                      Section: \_\_\_\_\_
- Adams County Shoreland Protection:                      Section: \_\_\_\_\_
- Adams County Floodplain Zoning:                      Section: \_\_\_\_\_
- Adams County Sanitary:                      Section: \_\_\_\_\_

1. Explain how the proposed development varies from dimensional standards of the Ordinance {Variance requested should be the minimum needed to allow reasonable use}: \_\_\_\_\_

\_\_\_\_\_

2. Explain the hardship imposed by the Ordinance {To qualify, the applicant must demonstrate that the Ordinance regulation is unnecessarily burdensome}: \_\_\_\_\_

\_\_\_\_\_

3. Describe unique property features that cause hardship: \_\_\_\_\_

\_\_\_\_\_

4. Explain why the proposed variance will not harm the general public interest: \_\_\_\_\_

\_\_\_\_\_

5. Check all additional supporting documents and data, which are being submitted to help explain this project proposal:

- |   |                              |                                     |
|---|------------------------------|-------------------------------------|
| _____ Sketch plan                           | _____ Topographic map        | _____ Detailed narrative            |
| _____ Operations plans                      | _____ Engineering plans      | _____ Floodplain hydraulic analysis |
| _____ Flood-proofing plans / specifications | _____ Other {specify}: _____ |                                     |

\_\_\_\_\_

I certify that all data on my application forms, plans and specifications are true and correct to the best of my knowledge.

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date

ADAMS COUNTY PLANNING & ZONING DEPARTMENT  
REQUEST FOR  
TOWNSHIP PARTICIPATION

**LAWS REGARDING COMPREHENSIVE PLANS:**

**Wisconsin Statute 66.1001(3)** ACTIONS, PROCEDURES THAT MUST BE CONSISTENT WITH COMPREHENSIVE PLANS. Beginning on January 1, 2010, land-use decisions made by local governmental units shall be consistent with that local governmental unit's Comprehensive Plan.

**TOWN BOARD: PLEASE FILL OUT INFORMATION BELOW COMPLETELY.**

TO THE REQUEST FOR \_\_\_\_\_ TO BE GRANTED A:  
(NAME)

REQUEST TYPE:	BRIEF DESCRIPTION OF REQUEST:
_____ REZONE.....	_____
_____ CONDITIONAL USE.....	_____
_____ VARIANCE.....	_____
_____ SPECIAL EXCEPTION.....	_____
_____ MODIFICATION.....	_____

FOR THE PROPERTY DESCRIBED AS FOLLOWS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DOES THE TOWN HAVE ANY REGULATIONS THAT APPLY TO THE REQUEST {circle one}?      Y      N  
IF YES – PLEASE EXPLAIN: \_\_\_\_\_  
\_\_\_\_\_

THE REQUEST IS CONSISTENT WITH THE TOWN COMPREHENSIVE PLAN {circle one}:      Y      N  
{THIS IS OF PARTICULAR IMPORTANCE FOR REZONE REQUESTS}

IF NOT CONSISTENT WITH THE TOWN COMPREHENSIVE PLAN, DOES THE TOWN WISH TO AMEND THE COMPREHENSIVE PLAN TO ALLOW THE REQUEST? {circle one}      Y      N

THE TOWN BOARD OF THE TOWN OF \_\_\_\_\_  
\_\_\_\_\_ **DOES NOT OBJECT** to the request      \_\_\_\_\_ **OBJECTS** to the request

REASON(S) FOR THE TOWN BOARD DECISION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
TOWN CLERK  
\_\_\_\_\_  
SUPERVISOR

\_\_\_\_\_  
CHAIRPERSON  
\_\_\_\_\_  
SUPERVISOR

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

**APPLICANT:** To get this form completed, request from the Town to be placed on their Board Meeting Agenda. To ensure that the Planning & Zoning Committee or the Board of Adjustment makes a prompt decision on your request, be sure to return this completed form with your application.