



APPLICATION: VARIANCE FORM

To: Board of Zoning Appeals, City of Kaukauna, Outagamie County, WI

Complete this application if you are seeking a variance from the Municipal Zoning Code.
Please note that a hardship must be demonstrated for variance requests to be considered.

Petitioner Information:

Name:

Mailing Address:

Phone Number:

Email:

Property Owner Information (If Not Petitioner):

Name:

Mailing Address:

Phone Number:

Email:



Property Information:

Site Address/Location:

Lot Dimensions and Area:

Current Zoning:

Please explain your proposed plans and the specific ordinance(s) you are requesting a variance from:

Describe why you feel there is “unnecessary hardship”. How does complying with the petitioned ordinance standard unreasonably prevent you from using the property for a permitted use, or renders conformity with such restrictions unnecessarily burdensome:

Describe any special circumstances that apply to your lot or structure that do not apply to adjacent properties:



Describe how the stated hardship is not self-created:

Describe how you feel the granting of this variance would not harm public interests, considering the general purpose of the ordinance and the specific provision being petitioned:

Additional Requirements: A site plan must be submitted with this application, showing the entire affected parcel, all structures, lot lines, and streets with distances to each. The site plan may be hand drawn. Additional information may also be requested as may be appropriate per the proposal being made.

Special Exception Permit Fee Schedule: \$100.00

Signature of Petitioner:

Signature of Owner (If Not Petitioner):

Date Submitted to City of Kaukauna:



Please submit by email to planning@kaukauna.gov or by mail to:
City of Kaukauna
Attn: Board of Zoning Appeals
P.O. Box 890
Kaukauna, WI 54130

FOR DEPARTMENT USE ONLY:

Date Application Received:

Payment Received:

Payment Receipt #:

Board of Zoning Appeals Approval:

Signature of Planning & Community Dev. Staff:

