

Variance Application

Town of Williamstown

Dodge County, Wisconsin

Board of Adjustment use only

Hearing date: _____

Applicant notified: _____

Approved

Approved with conditions: _____

Denied _____

Attach decision

>> **Return to Clerk** <<

Please see the back for Filing Instructions

Provide the following information:

1. Names, addresses and phone numbers of the **appellant or applicant and all opposite and abutting property owners of record.**

Property owner names can be found by doing a Dodge County Land Records search: <http://dr1.co.dodge.wi.us/lrst/default.asp>

	Name	Address	Phone
Applicant:			
Opposite:			
Opposite:			
Opposite:			
Abutting:			
Abutting:			
Abutting:			

2. Site address & Parcel # (listed as the Pin on your tax bill): _____

3. Owner's description of variance request: _____

4. Attach a **sketch** of the existing property showing the dimensions of the lot and locations of the buildings from the lot lines, center line of abutting highways, the high-water mark of abutting water course and water mark at the day of the sketch/map.

5. Additional information may be required by the Board of Adjustment.

Applicant Signature: _____ Date: _____

Applicant Name, Printed: _____

Filing Instructions:

1. An application for a variance must be made using this form and required attachments
2. The application must be accompanied by the current fee **payable to the Town of Williamstown**. Please refer to <http://williamstown-wi.com/fees> > Zoning for the amount.
3. Make 9 copies of the original application and attachments
4. File the original and copies along with the fee with the Town Clerk for the Town of Williamstown (**Clerk, W3275 Hwy TW, Mayville, WI 53050**).
5. The Clerk will forward the application to the Board of Adjustment.
6. The Board of Adjustment will review and make the decision on your variance request.
7. The issuance of a variance is controlled by Section 9.0 of the Zoning Ordinance. Copies of the Ordinance may be obtained from the Town Clerk or by visiting <http://williamstown-wi.com> > Zoning.

Completion of application:

Failure to provide all relevant information shall be grounds for denial of the request. The Applicant is under a continuing duty to reasonably supplement the petition with new information. **If additional space is needed, attach sheets to this application.**

Checklist:

- Sketch attached
- 10 total copies of packet (application and all attachments)
- Fee enclosed (see <http://williamstown-wi.com/fees> under Zoning for amount)
Check or Money Order **payable to the Town of Williamstown**
- Deliver/mail to **Clerk, W3275 Hwy TW, Mayville, WI 53050**
- To prepare for the Board of Adjustment, **pound a stake at each corner of any proposed building**