



CITY OF KAUKAUNA BOARD OF ZONING APPEALS

APPLICATION FOR VARIANCE

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.

Parcel Information:

Address of Affected Parcel:

Property Owner:

Property Owner Address:

Phone Number:

Email Address:

Please explain your proposed plans and why you are requesting a variance:

Describe how the variance would not have a negative effect on surrounding properties.

Describe any special circumstances that apply to your lot or structure:

Describe the hardship that would result if your variance was denied:

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. If you would like to request an aerial photo map of your property to use in drawing your site plan, please request one by emailing us at holmesjp@kaukauna-wi.org. We do our best to accommodate site plan requests within two business days.

Fees: There is a \$100 variance application fee, which must be submitted with this application. Payments should be made payable to City of Kaukauna.

Please submit this application and your site plan by email to holmesjp@kaukauna-wi.org or by mail to City of Kaukauna, Attn: Board of Zoning Appeals, P.O. Box 890, Kaukauna, WI 54130

