

Town of Russell - Sheboygan County, Wisconsin
APPLICATION for
APPEAL or VARIANCE

This Application form must be completed in full and include a paid Application Fee before it will be accepted for review by the Town of Russell.

Date: _____

Appeals and requests for Variances must be filed with the Zoning Board of Appeals within 30 days of the decision notification. The Applicant, being aggrieved by the decision of the Town Board, Plan Commission, Zoning Administrator, and/or Building Inspector (check one):

___ Denied the issuance of a zoning permit on: _____ (date)

___ Issued an order or notice of violation on: _____ (date)

___ Denied the issuance of a building permit on: _____ (date)

Makes this appeal for the following purpose (check one):

___ To seek a variance from the requirements of Section(s) _____ of the Zoning Ordinance.

___ To determine whether the order, requirements, decision, or determination of the Plan Commission, Zoning Administrator, and/or Building Inspector is in error.

___ To obtain an interpretation of Section(s) _____ of the Zoning Ordinance.

___ To obtain an interpretation of the location of the boundaries of the _____ zoning district in Section _____ of the Town of Russell.

A variance may only be granted when the Board of Appeals finds that:

1. That special conditions exist which are peculiar to the land or structure involved which are not applicable to other lands or structures in the same district.
2. That literal enforcement of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other lands or structures in the same district under the terms of this ordinance.
3. That the special conditions and circumstances do not result from the actions of the applicant.
4. That the granting of the variance request will not confer on the applicant any special privilege that is denied by this ordinance to other lands or structures in the same district.
5. No nonconforming use of neighboring lands or structures in the same district, and no permitted use of land or structures in other districts shall be considered grounds for the issuance of a variance.

The property which is the subject of this appeal is described as follows:

Address: _____

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Legal Description (use a or b):

a. Lot ____ of Block ____ of _____ Subdivision.

b. _ Certified Survey Map Number: _____

Tax Key Number: _____ Zoning Classification: _____

Appellant (Applicant) Contact Information:

Name: _____

Address: _____

Phone: _____ Email: _____

The Appellant requests that the appeal be granted for the following reasons: _____

Attached is a plat of survey prepared by a registered land surveyor, or a location of a sketch drawn to scale, showing all required information (only if building permits are required).

Attached is a list of the names and addresses of the owners of all property which is located within 300 feet of the property.

Application Fee:
(\$300.00)

Check Number: _____

Total Amount: _____

Appellant Signature: _____

Date: _____

Professional Services: All costs of professional services such as legal, engineering, and planning review; research; and, recording fees related to any action initiated by the Appellant to be reviewed or acted upon by the Town of Russell Plan Commission, Board of Appeals, Town Board, or its designees shall pass to the Appellant.