



CITY OF SHOREWOOD

5755 COUNTRY CLUB ROAD • SHOREWOOD, MINNESOTA 55331 • 952.960.7900

PLANNING AND PROTECTIVE INSPECTIONS

ZONING/SUBDIVISION APPLICATION

(Please type or print.)

PROPERTY

Address: _____

Legal Description: _____ OR P.I.N.: _____

OWNER

Name: _____ Day Telephone No.: _____

Address: _____
(Street) (City/State) (Zip code)

Email Address: _____ Fax No: _____

APPLICANT

Name: _____ Day Telephone No.: _____

Address: _____
(Street) (City/State) (Zip code)

Email Address: _____ Fax No: _____

DESCRIPTION AND/OR REASON FOR REQUEST: (or attach as separate sheet)

APPLICATION FOR:	Fee	Escrow
Variance - Residential		
Variance - Commercial		
Cond. Use Permit - Residential		
Cond. Use Permit - Commercial		
Minor Subdivision		
Preliminary Plat		
Final Plat		
Planned Unit Development		
Comp Plan Amend - Preapp.		
Comp Plan Amend - Formal		
Zoning District Amendment		
Zoning Text Amendment		
Site Plan Review/C.O.		
Special Home Occupation Permit		
Subtotals		
Grand Total		

NOTICE: Applicant is hereby advised, pursuant to Minn. Stat. §15.99 Subd. 3 (e), that due to public hearing legal notification requirements and the schedule of Planning Commission and City Council meetings, approximately 75 to 120 days will be required to process this application.

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning and Subdivision Ordinances and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expenses.

X
Applicant's signature **Date**

Property owner name (if different)

Date Paid: _____ Receipt No. _____

Case No.: _____



City of Shorewood

5755 Country Club Road
Shorewood, MN 55331
952.960.7900; FAX: 952.474.0128

VARIANCE APPLICATION CHECKLIST

APPLICATIONS WILL BE PROCESSED ONLY WHEN ALL REQUIRED ITEMS ARE SUBMITTED

2 Assembled Sets Plus one set reduced to 11 by 17 inches or 1 PDF set and 1 full set at a scale not to exceed 1" = 50' of the following:

check off

city use only

- | | | |
|--------------------------|--|--------------------------|
| <input type="checkbox"/> | ACCURATE CERTIFIED SURVEY showing existing conditions and the legal description | <input type="checkbox"/> |
| <input type="checkbox"/> | DETAILED SITE AND DRAINAGE PLAN (based on certified survey) | <input type="checkbox"/> |
| <input type="checkbox"/> | ARCHITECTURAL ELEVATIONS OF ALL BUILDINGS PROPOSED (to scale) | <input type="checkbox"/> |
| <input type="checkbox"/> | CONCEPT FLOOR PLAN (to scale) | <input type="checkbox"/> |
| <input type="checkbox"/> | EXISTING AND PROPOSED Impervious surface calculations for the property | <input type="checkbox"/> |

ADDITIONAL SETS OF PLANS are required if the proposal abuts a wetland or lake (one 11" X 17" set or PDF), abuts or accesses a county road (one full-size set or PDF) or abuts or accesses a state highway (one full-size set and pdf)

THREE COPIES OF A LEGIBLE WRITTEN DESCRIPTION OF THE REQUEST indicating the proposed use and how it conforms with the following variance standards as set forth in Section 1201.05 of the Shorewood Zoning Regulations:

- 1 The variance, and its resulting construction and use, is consistent with the intent of the comprehensive plan and in harmony with the general purposes and intent of the zoning regulations
- 2 The applicant has established that there are practical difficulties in complying with this Chapter. Practical difficulties mean:
 - (a) The property owner proposes to use the property in a reasonable manner, but which is not permitted by this Chapter.
 - (b) The plight of the landowner is due to circumstances unique to the property not created by the landowner.
 - (c) The variance, if approved, would not alter the essential character of the locality.
- 3 The variance would not be based exclusively on economic considerations.
- 4 The variance shall not impair an adequate supply of light and air to adjacent property, unreasonably increase the congestion in the public street or increase the danger of fire or endanger the public safety.
- 5 The variance, and its resulting construction or project, would not be detrimental to the public welfare, nor would it be injurious to other lands or improvements in the neighborhood.
- 6 The variance is the minimum variance necessary to address or alleviate the practical difficulties.

_____ **COMPLETED APPLICATION FORM** signed by property fee owner(s) _____

_____ **APPLICATION FEE** check (payable to the City of Shorewood), cash, or money order _____

Residential: Fee \$400

Non-residential: Fee \$500

Additional information may be requested concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant as necessary to establish performance conditions in relation to all pertinent sections of the zoning code. This may include (but is not limited to) wetland delineations, traffic studies, etc.