

DIVIDE COUNTY

PLANNING & ZONING COMMISSION
PHONE: (701) 965-6361 • FAX: (701) 965-4370
300 N MAIN STREET • PO BOX 49 - CROSBY, ND 58730

APPLICATION FOR ZONING VARIANCE

APPLICATION: _____

DATE ISSUED: _____

REVISED 4/2013

INSTRUCTIONS:

Complete form and return completed application and fee to the Land Use Administrator before proposed upcoming zoning meeting.

CERTIFICATE FEES:

\$200.00 Zoning Variance

\$_____ Total Paid Receipt: _____

Make Check Payable to: Divide County

APPLICANT INFORMATION*: Name: _____

Mailing Address: _____

City, State Zip: _____

Phone Number: _____ Cell: _____

Email: _____

*If applicant is not the owner of record, enclose a letter from the owner stating concurrence of this action for the proposed use of the property.

LEGAL DESCRIPTION:

Lot: _____ Block: _____ Subdivision: _____

Qtr/Qtr: _____ Section: _____ Township: _____ Range: _____

VARIANCE IS REQUIRED BECAUSE:

(Describe the reason for the variance, what is the ordinance requirement and what is the proposed exception to the ordinance.)

APPLICANT COMMENTS/FURTHER INFORMATION: (ATTACH SHEET IF NEEDED)

I the undersigned applicant for a permit do hereby attest that the information contained in this application is truthful and correct to the best of my ability. I further agree to comply with all building codes and standards as regulated by the State of North Dakota, and the requirements and conditions of this variance, and the zoning ordinance of Divide County.

I understand that any inappropriate use of this permit may cause me to be required to pay a penalty. I certify that I am the Property Owner Construction Contractor hired by the owner.

Signature of Applicant

Printed Name of Applicant

Date

A Scale Drawing must be submitted showing the dimensions of all structures on lot & distance from lot lines & setback requirements. Attach additional sheets if needed.

PLOT PLAN

LOT REAR

LOT FRONT

Information Needed on the Plot Plan: In order to help your permit process go as quickly as possible, the following information must be clearly shown on your Plot Plan, even if it is not to scale:

- North Arrow
- Adjacent Streets & Approach
- Setbacks
- Easements
- Proposed Structure(s), with Dimensions
- Existing Structure(s), with Dimensions
- Septic tank, drainfield, & distance from structures
- Water well or SW water line
- Show the distance from the proposed structure to your property line in all four directions.
- Also include photocopies of all existing floor plans, site plans, surveys, etc with the application.