

**Application for Variance**  
City of Vergas -County of Ottertail  
111 E Main Street –PO Box 32  
Vergas MN 56587  
218-342-2091

Application Fee \_\_\_\_\_  
Receipt Number \_\_\_\_\_  
Accepted By/Date \_\_\_\_\_

Applicant's Name \_\_\_\_\_ Telephone Home: \_\_\_\_\_ Cell: \_\_\_\_\_

Address: \_\_\_\_\_

Property Owner's Name \_\_\_\_\_ Telephone Home: \_\_\_\_\_ Cell: \_\_\_\_\_

Location of Project: \_\_\_\_\_ Parcel # \_\_\_\_\_

Legal Description:

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Lake Number: \_\_\_\_\_ Lake Name \_\_\_\_\_ Lake Class \_\_\_\_\_

Description of Proposed Project:

Specify the section of the ordinance from which a variance is sought:

Explain how you wish to vary from the applicable provisions of the ordinance:

Please attach a site plan or accurate survey as may be required by ordinance.

Please answer the following questions as they relate to your specific variance request:

1. In your opinion, is the variance in harmony with the purpose and intent of the ordinance? Yes ( ) No ( ) Why or why not?
  
2. In your opinion, is the variance consistent with the comprehensive plan? Yes ( ) No ( ) Why or why not?
  
3. In your opinion, does the proposal put property to use in a reasonable manner? Yes ( ) No ( ) Why or why not?
  
4. In your opinion, are the unique circumstances to the property not created by the landowner? Yes ( ) No ( ) Why or why not?
  
5. In your opinion, will the variance, if granted, alter the essential character of the locality? Yes ( ) No ( ) Why or why not?

The Planning Commission must make an affirmative finding on all the five criteria listed above in order to grant a variance. The applicant for a variance has the burden of proof to show that all of the criteria listed above have been satisfied.

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the City Code and other applicable ordinances.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_