



City of Kasson
 401 Fifth Street S.E.
 Kasson, MN 55944-2204
 507.634.7071
 (Fax) 507.634.4737
www.cityofkasson.com

Variance Application – Supplemental Information

This form provides information related to the procedures and requirements for a Variance Application with the City of Kasson. For full information on Variances, please refer to § 154.068 of the City Code.

Date Submitted: _____

Planning Case Number: _____
(City will fill out)

Pre-Application Meeting Date: _____

A pre-application meeting with the City of Kasson Zoning Administrator pursuant to § 154.065(D) is required prior to submitting a Variance application.

Criteria for a Complete Submittal:

Submit one (1) printed Full-Size copy, one (1) printed 8 ½ X 11 copy, and one (1) digital (PDF or Similar) copy to the Zoning Administrator of the following:

<input type="checkbox"/>	Completed Application Form
<input type="checkbox"/>	Accurate Boundary Description
<input type="checkbox"/>	Evidence of ownership or enforceable option on the property
<input type="checkbox"/>	Accurate drawing, at scale, showing property lines, location of existing buildings and proposed project
<input type="checkbox"/>	A narrative explaining why the situation of the subject property creates a practical difficulty, as identified in § 154.02.24(B), and requires a variance from the provisions of Chapter 154 Zoning of the City Code <i>Use the reverse side of this form to fill in the narrative, or attach to application</i>
<input type="checkbox"/>	Any submittal materials pertaining to a Site Plan Review, as may be required at the discretion of the Zoning Administrator <i>Attach a Site Plan Review Application Supplemental Information form to this application</i>

Criteria for Review:

In its consideration of a Variance request, the Planning and Zoning Commission shall consider the following questions when making their recommendation to the City Council:

- *Whether or not exceptional, unique or extraordinary circumstances apply to the physical surrounding, shape or topographic conditions of the parcel of land that result in practical difficulties for the owner?*
- *Whether or not the Variance requested will alter the essential character of the locality?*
- *Whether or not granting the Variance requested will:*
 - *Impair an adequate supply of light and air to adjacent property?*
 - *Substantially increase congestion in adjacent public streets?*
 - *Endanger the public safety?*
 - *Substantially diminish or impair property values within the vicinity?*
- *Whether the Variance requested is the minimum variance that would alleviate the practical difficulties?*
- *Whether or not the Variance requested is consistent with the intent of this Chapter and the City's Comprehensive Plan?*
- *Whether or not the Variance requested provides for a reasonable and practical solution that eliminates the practical difficulties?*

