

# COLUMBIA HEIGHTS

Community Development Department  
590 40<sup>th</sup> Ave. NE, Columbia Heights, MN 55421

## VARIANCE APPLICATION (ALL OTHERS) ORDINANCE NO. 9.104 (G)

This application is subject to review and acceptance by the City. Applications will be processed only if all required items are submitted.

### **PROPERTY INFORMATION**

Project Address/Location: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Present use of property \_\_\_\_\_

Proposed use of property \_\_\_\_\_

### **PROPERTY OWNER (As it appears on property title):**

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Signature/Date:** \_\_\_\_\_

### **APPLICANT:**

Company Name (please print): \_\_\_\_\_

Contact Person (please print): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

**Signature/Date:** \_\_\_\_\_

# COLUMBIA HEIGHTS

REASON FOR REQUEST *(Please attach a written narrative describing the Variance being requested. The narrative should fully explain the hardship (s) that justifies variation from the strict application of the Code. The terms "hardship" or "undue hardship" typically refer to physical characteristics of the property, such as shape, soil conditions, or topography. Neither mere inconvenience, nor reduction in value alone, is sufficient to justify a variance. The inability to put property to its highest and best use is not considered a hardship or practical difficulty. The problem that justifies the variance must be caused by conditions unique to the property and beyond the control of the applicant. The applicant cannot create the condition that requires the variance.)*

## FOR OFFICE USE ONLY

CASE NO: \_\_\_\_\_

APPLICATION REC'D BY: \_\_\_\_\_

DATE APPLICATION REC'D: \_\_\_\_\_

\$500.00 APPLICATION FEE REC'D: \_\_\_\_\_

RECEIPT NUMBER: \_\_\_\_\_

Approved by Planning & Zoning Commission on \_\_\_\_\_

Approved by City Council on \_\_\_\_\_