

# City of Bayfield Variance Application

Appeals to the Zoning Board of Appeals are considered at a public hearing. In order to be considered at the next meeting, the Zoning Administrator must receive applications no later than NOON on:

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Applications Deadline

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Meeting Date

**ALL applications must include:**

1. Application forms, signed and dated.
2. A site sketch, drawn to scale, indicating the location of all existing structures and the proposed construction.

**Applicant must attach written responses to the following questions:**

1. What hardship is created by the application of the Zoning Ordinance to this property? Is reasonable use of the property denied by zoning regulation? In other words, is there an alternative plan that would comply with the ordinance?
2. Is there a unique physical characteristic of the property, which prevents development in compliance with the Zoning Ordinance?
3. Would granting the variance harm the public interest in any way? For example, would public safety be compromised? What aesthetic impact would the project have on the public interest?

A notice of the date and time of the hearing and a site plan will be mailed to all property owners within 100 feet of your property. A Class II Notice of the hearing will also be printed in the paper; the second insertion will be at least seven days prior to the hearing.

A fee of \$500.00 is due upon submittal. Your application will not be processed without payment.

**The property owner or his/her representative must be present at the public hearing to present request to the Board and to answer any questions they may have.** Should an appearance not be made, or should insufficient information be presented, the appeal will not be considered and will then be placed on the agenda for the next meeting. The appellant will be required to pay any additional fees associated incurred because of postponement of the hearing.

**I have read and understand my responsibilities regarding my appeal to the  
Zoning Board of Appeals.**

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Signed

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Date

# City of Bayfield Variance Application

City of Bayfield  
City Hall  
125 So. First Street  
P.O. Box 1170  
Bayfield, WI 58414  
715-779-5712

For Office Use Only  
Date filed: \_\_\_\_\_  
Filing Fee: \_\_\_\_\_  
Date of Pub.: \_\_\_\_\_  
Notices Sent: \_\_\_\_\_  
Meeting Date: \_\_\_\_\_

1. Applicant/Developer: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_
2. Current Property Owner(s): \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_
3. Consultant/Engineer: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_
4. Zoning Classification of Property: \_\_\_\_\_
5. Legal Description of Property. Block \_\_\_\_\_ Lots \_\_\_\_\_
6. Street Address of Property: \_\_\_\_\_
7. List Zoning Variance requested: \_\_\_\_\_
8. Provide written responses to questions on previous page and attach to application.

Submitted this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Property Owner's Signature

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**Notes:**

City Staff has three days from the application deadline to review applications for completeness. Only complete applications will be processed.

**Permits May be Revoked** without notice if misrepresentation of any above information or attachments is found to exist.

**Permit shall Expire** within six (6) months unless substantial work has commenced. This is in accordance with the City of Bayfield Building Permit.

**Permit is Null and Void** if issued in error. It is understood that any permit issued on this application will not grant any right or privilege to erect any structures or to use any premise for any purpose that is prohibited by the City Zoning Ordinances or any other state or local laws.

**Changes in the plans or specifications** submitted in the original application shall not be made without prior written approval of the Zoning Administrator.