City of Green Bay
Zoning & Planning Board of Appeals

Application for Variance

Complete each section, sign, and return to the address below. Please note, notifications are made using certified mail; mailing addresses of property owner and applicant must include street information, **DO NOT USE PO BOX NUMBERS.** Incomplete applications will be returned without board action.

Date Filed: _____ Receipt #: _____ ☐ Residential ($75) ☐ Commercial ($150) Hearing Date: _____

1. Identify affected property

Address:	Parcel No.:	Zoning:	District:

2. Property Owner & Mailing Address	**3. Applicant & Mailing Address (other than Property Owner)**
Name	Name
Street Address	Street Address
City/St/Zip	City/St/Zip
Phone No.	Phone No.

4. Describe proposed plan

5. List variances required to implement the proposed plan (include ordinance numbers and short explanation of each)

6. Describe what hardships are imposed by zoning ordinances listed in section 5 making conformity unfeasible or unnecessarily burdensome

7. Describe what unique physical characteristics affect this property which prevent you from complying with the zoning ordinance

8. Describe how granting this variance will neither harm public interest nor undermine the purpose of the ordinance

9. Prepare and submit a copy of a site plan detailing your request completely and any addition information which will support your variance request

Signature _____ ☐ Property Owner ☐ Applicant

Planning Division 100 N. Jefferson St., Room 608 Green Bay, WI 54301-5026 920.448.3400 FAX 920.448.3426