

VARIANCE PERMIT INFORMATION

What is a variance?

A variance is a request to deviate from current zoning requirements. If granted, it permits the owner to use the land in a way that is ordinarily not permitted by the zoning ordinance. It is not a change in the zoning law, but a waiver from the requirements of the zoning ordinance.

What are the criteria for granting a variance?

The criteria for granting a variance include:

- The proposed use must be permitted in the zoning district. For example, garages are permitted in the Village's residential districts, and therefore a variance could be granted for a garage. However, commercial uses of garages are not permitted in the residential districts, so the Village could not grant a variance to permit a commercial use.
- The reason for the variance is due to circumstances that are unique to the property, and not created by the landowner. Unique circumstances usually mean physical conditions on the property, such as the location of steep slopes, the location of septic systems, or unique plot lines that would limit where a building could be placed.
- Granting the variance will not change the essential character of the surrounding area.
- The Board may consider practical difficulties to include, such as inadequate access to direct sunlight for solar energy systems, in granting of the variance.

What is the application process?

The Village Clerk can provide the application form to apply for a variance. You will need to complete a building permit, as well as the application for a variance.

After you submit the building permit application, the variance application and all fees required, the Village's Utilities Superintendent will review it, and determine if it complete or contact you for additional information.

The Village will schedule the variance for a public hearing at the next Board meeting and will send a notice to the local newspaper. The Board will review the staff report, listen to comments at the public hearing, and make a decision to approve or deny the variance. They may also add conditions to the variance.