

**VILLAGE OF DEERFIELD  
ZONING BOARD OF APPEALS**

**NOTICE OF APPEAL AND APPLICATION FOR REVIEW**

**Date:**

**Applicant Name:**

**Address:** \_\_\_\_\_ **Phone No.** \_\_\_\_\_

**Owners:**

**Address:** \_\_\_\_\_ **Phone No.** \_\_\_\_\_

**Present Use of Property (nonconforming):**

**Proposed Use of Property (nonconforming).** A statement of the purpose and grounds on which this appeal or application is based, with description of proposed work, if any. If a variance is being requested, explain how each condition specified in Section 113.149(g)(1-5), Deerfield Zoning Code, (see Checklist) is present. (Attach separate sheet explaining if necessary:)

**Current Zoning Classification:** \_\_\_\_\_ **Variance Being Requested:** \_\_\_\_\_

**Zoning Code Provision Affected:**

**Fee Collected:** Currently \$175.00 - check annual Fees Resolution **Estimated Cost of Construction:** \$

**Attached hereto and made a part of this appeal or application are the following:**

1. A map drawn to scale showing location and size of property, existing improvements, all abutting properties and improvements thereon, and the change or addition requested resulting in the variance. Received: Yes \_\_\_\_\_ No \_\_\_\_\_
2. Checklist for Variances. Received: Yes \_\_\_\_\_ No \_\_\_\_\_

**AFFIDAVIT**

STATE OF WISCONSIN )

COUNTY OF DANE )

\_\_\_\_\_, being duly sworn, on oath deposes and says that  
(Name) (he, she, they)

is/are (one of) the appellant/applicant herein (or) (an officer of the above-named appellant-applicant corporation),  
specifically: \_\_\_\_\_ (or) a member of the above-named appellant-applicant partnership, and  
that all of the statements made hereon or attached hereto are true to the best of \_\_\_\_\_ knowledge and belief.  
(his, her, their)

(Signature of Appellant-Applicant)

Subscribed and sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public, \_\_\_\_\_ County, WI.  
My commission \_\_\_\_\_.

**FOR VILLAGE USE ONLY**

Application received on: \_\_\_\_\_. Fee of \$ \_\_\_\_\_ received:

Copies sent to: Village Attorney: \_\_\_\_\_ Building Inspector: \_\_\_\_\_ Village Planner: \_\_\_\_\_ Village Clerk:  
Members of the Zoning Board of Appeals:

Date of Board of Appeals Meeting: \_\_\_\_\_ Date of Decision or Order of the Building Inspector:

Name and Mailing Address of All Abutting Address of Abutting Property Owners:

- |           |           |
|-----------|-----------|
| 1. _____  | 2. _____  |
| 3. _____  | 4. _____  |
| 5. _____  | 6. _____  |
| 7. _____  | 8. _____  |
| 9. _____  | 10. _____ |
| 11. _____ | 12. _____ |
| 13. _____ | 14. _____ |
| 15. _____ | 16. _____ |

**CHECK LIST FOR BOARD OF APPEALS**

VARIANCE IS FOR \_\_\_\_\_ ADDRESS \_\_\_\_\_

DATE of MEETING \_\_\_\_\_

**VILLAGE PORTION OF CHECKLIST**

- \_\_\_\_\_ Received proper application for a variance.
- \_\_\_\_\_ Received adequate site drawing or specifications on the necessity for a variance.
- \_\_\_\_\_ Received designated fee for a variance.
- \_\_\_\_\_ Public Notice was put in newspaper on \_\_\_\_\_.
- \_\_\_\_\_ Notice was sent to neighbors.
- \_\_\_\_\_ Building Inspector is aware of the need for a variance.

Village sign-off: \_\_\_\_\_ Date: \_\_\_\_\_

**PROPERTY OWNER PORTION OF CHECKLIST**

- \_\_\_\_\_ Property owner/developer has confirmed accuracy of lot lines.
- \_\_\_\_\_ Property owner/developer has notified Digger's Hotline and has verified that there are no other underground utilities that might affect the variance request.
- \_\_\_\_\_ Property owner/developer has checked property deeds and titles to determine if there are any easements or special requirements that might affect the variance request.
- \_\_\_\_\_ Property owner/developer has notified Village public works department of intentions and verified any utilities that might affect variance request.

Property Owner sign-off: \_\_\_\_\_ Date: \_\_\_\_\_

Public Works Dept. sign-off: \_\_\_\_\_ Date: \_\_\_\_\_

**BOARD OF APPEALS PORTION OF CHECKLIST**

- \_\_\_\_\_ The Board of Appeals has reviewed the ordinance 113.149(g)(1-5) to determine if the variance request meets the all or a majority of the standards therein.
- \_\_\_\_\_ *The particular physical surroundings, shape, or topographical conditions of the specific property involved will result in a particular hardship upon the owner, as to distinguish from a mere inconvenience, if the strict letter of the ordinance is carried out.*
- \_\_\_\_\_ *The conditions upon which the application for a variance is based would not be applicable generally to other property within the same zoning classification.*
- \_\_\_\_\_ *The purpose of the variance is not based exclusively upon a desire for economic or other material gain by the applicant or owner.*
- \_\_\_\_\_ *The alleged difficulty or hardship is caused by this ordinance and has not been created by any person presently having an interest in the property.*
- \_\_\_\_\_ *The granting of a variance will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.*
- \_\_\_\_\_ *The proposed variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair the property value within the neighborhood.*

Chair of Board of Appeals sign-off: \_\_\_\_\_ Date: \_\_\_\_\_