



SUBDIVISION CODE VARIANCE SUMMARY APPLICATION CHECKLIST

Community Development Department
3400 Plymouth Boulevard
Plymouth, MN 55447
(763)509-5450
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APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED
(For a complete list of required materials refer to Section 516 of the Plymouth City Code)

_____	<p>DIGITAL VERSION AND ONE ASSEMBLED PAPER SET of the following: ACCURATE CERTIFIED SURVEY (current within 1 year) showing existing conditions and the legal description. SITE PLAN or other supporting materials as necessary to understand the request.</p>
_____	<p>DIGITAL VERSION OF A DESCRIPTION of the proposed variance, including an explanation describing how the proposed variance conforms with the following variance standards as set forth in Section 516.05 of the Plymouth City Code:</p> <ol style="list-style-type: none"> 1. The variance, and its resulting construction or project, would be in keeping with the spirit and intent of this chapter. 2. The variance would alleviate an unusual hardship existing upon the land such as physical surroundings, shape, or topographical conditions. Unusual hardship includes, but is not limited to, inadequate access to direct sunlight for solar energy systems. 3. The variance and its resulting construction or project would not be detrimental to the public welfare or injurious to other nearby properties. 4. The variance requested is the minimum action required to alleviate the hardship.
_____	<p>COMPLETED APPLICATION FORM, signed by the property fee owner(s).</p>
_____	<p>APPLICATION FEE (check or cash) payable to the City of Plymouth.</p> <p>\$150, plus for non-residential uses within 500 lineal feet of any residential property, an additional fee of \$165 for a development sign on one street frontage and \$50 per sign for each additional street frontage. <i>The fee for staff-prepared mailing labels is included in the application fee.</i></p>