

Variance Request

Building & Zoning

307 East Monroe St
Mount Pleasant, IA 52641
319-385-1474
Jack Swarm, Building and Zoning Administrator



DATE: _____

Reference: Chapter 19.08 Mount Pleasant Municipal Code, Section 414.4 and Section 414.10 of the State of Iowa Code.

Information is submitted to support my request for consideration of granting a Variance/Special Exception for a building permit, that has previously been denied by the Building and Zoning Administrator as follows:

FIRM REQUESTING VARIANCE/SPECIAL EXCEPTION:

NAME: _____

ADDRESS: _____

PROPERTY OWNER (if different than above):

NAME: _____

ADDRESS: _____

LOCATION: _____

TYPE OF CONSTRUCTION: ☐ NEW ☐ ALTERATION ☐ ADDITION

TYPE OF STRUCTURE INVOLVED: _____

DIMENSIONS: _____ PROPOSED USE: _____

REASON FOR VARIANCE/SPECIAL EXCEPTION:

☐ SIDE YARD ☐ FRONT YARD ☐ REAR YARD ☐ LOT SIZE ☐ OTHER: _____

DESCRIBE IN DETAIL THE REASON VARIANCE/SPECIAL EXCEPTION IS NEEDED:

ITEMS THAT ARE HELPFUL TO HAVE AT THE TIME APPLICATION IS REVIEWED IN ORDER TO EXPEDITE REQUEST:

- ☐ A COPY OF LEGAL SURVEY OF PROPERTY INVOLVED
- ☐ A DRAWING/PLAN FOR PROPOSED BUILDING AND/OR DEVELOPMENT
- ☐ ANY OTHER DOCUMENTS YOU MAY WISH TO PRESENT THAT WILL SUPPORT YOUR REQUEST

SECTION 414.4 OF THE STATE CODE REQUIRES THAT A PUBLIC HEARING BE HELD IN ORDER TO CONSIDER THIS REQUEST OF WHICH A NOTICE OF PUBLIC HEARING MUST BE PUBLISHED AT LEAST 4 BUT NOT MORE THAN 20 DAYS PRIOR TO THE PUBLIC HEARING DATE. A FEE IN THE AMOUNT OF \$50.00 SHALL BE PAID BY THE REQUESTER PRIOR TO ANY ACTION BEING TAKEN ON SAID REQUEST.

Signature, Applicant

Date

FOR CITY USE ONLY:

☐ APPROVED ☐ DISAPPROVED

_____ Signature, Board Chairperson or Member	_____ Date
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_____ Signature, Building & Zoning Administrator	_____ Date
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