

## **Driveway Permit VARIANCE PROCEDURES**

Section 1.04(18) of the town's Driveway Ordinance provides for variances from the ordinance by the Town Board in such instances where the peculiar nature of the property or the design of the public highway may make the rigid adherence to the requirements impossible or impractical.

Section 1.04(21) also provides for waivers by the Town Board if it determines the specification would impose an unnecessary hardship.

<b>THE FOLLOWING MUST BE SUBMITTED FOR A VARIANCE TO BE CONSIDERED BY THE TOWN BOARD:</b>
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- 1) Copy of a Town of Dunn Driveway Permit Application.
- 2) A written statement which clearly states:
  - a) What section of the Driveway Ordinance the variance is being requested for and the specific variance requested.  
*Example: Section 1.04(12) requires 10 feet from edge of driveway to property line. Requesting 2.4 foot variance to place the driveway 7.6 feet from property line.*
  - b) Describe peculiar nature of the property or hardship and reason for request.  
*Example: Lot is 40 feet wide. Current standards for new lots are 66 feet. The small size of the lot creates a hardship situation.*

APPLICATION FEE: none

NOTE: Notice of the Town Board meeting at which the variance request will be considered and copies of the application materials will be sent to adjoining neighbors.