Board of Adjustment
Procedure

The Board of Adjustment meets monthly at 7:30 a.m. in the City Council Chambers.

Any questions, please give Teri Salmen a call at 461-2302.

The following is the order of procedure that must be followed for applying for a variance:

1. Apply for a building permit. Permit must be denied.

2. Complete application for variance.

3. Submit: a) application for variance
b) site plan
c) narrative of your variance
d) denied permit
e) a typed list of adjacent property owner(s) and address along with property owner(s) across the street

4. Filing fees must accompany submittals -

   Appeal                            $200.00
   Appeal - construction without building permit    $250.00
   Appeal - construction with building permit, but not in conformance $250.00

7. Make check payable to the City of Hastings.
## BOARD OF ADJUSTMENT
### APPLICATION FOR VARIANCE

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant</td>
<td>________________________________</td>
</tr>
<tr>
<td>Date Received</td>
<td>________________________________</td>
</tr>
<tr>
<td>Address</td>
<td>________________________________</td>
</tr>
<tr>
<td>Amount Paid</td>
<td>________________________________</td>
</tr>
<tr>
<td>Phone No.</td>
<td>________________________________</td>
</tr>
<tr>
<td>Hearing Date</td>
<td>________________________________</td>
</tr>
<tr>
<td>Legal Description of Property Involved:</td>
<td>Approved _____  Denied ________</td>
</tr>
<tr>
<td>Lot _____, Block ______</td>
<td>Appeal # ______________________</td>
</tr>
<tr>
<td>Subdivision</td>
<td>Date of Appeal __________________</td>
</tr>
<tr>
<td>Present/Future Use of Property</td>
<td>Approved _____  Denied ________</td>
</tr>
</tbody>
</table>

Site Plan Attached:  Yes _____  No ______

This is a request for a variance from Section _________ of the Zoning Ordinance

Property is located in __________________ Zoning District.

A. The existing situation is ___________________________________________

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

____________________________________________________________________
NEBRASKA STATE STATUTES STATE IN PART THAT:

“NO VARIANCE SHALL BE AUTHORIZED UNLESS THE BOARD FINDS THAT THE CONDITION OR SITUATION OF THE PROPERTY CONCERNED OR THE INTENDED USE OF THE PROPERTY IS NOT OF SO GENERAL OR RECURRING A NATURE AS TO MAKE REASONABLE PRACTICABLE THE FORMULATION OF A GENERAL REGULATION TO BE ADOPTED AS AN AMENDMENT OF THE ZONING REGULATIONS.”

BEFORE A VARIANCE MAY BE GRANTED, THE APPLICANT MUST PROVE THAT EACH OF THE FOLLOWING FOUR (4) CONDITIONS HAVE BEEN FULFILLED. ANSWER EACH OF THE CONDITIONS IN DETAIL, USING ADDITIONAL SHEETS IF NECESSARY.

THE UNDERSIGNED ALLEGES THAT:

1. The strict application of the Zoning Regulations would produce undue hardship; in that:

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

2. Such hardship is not shared generally by other properties in the same zoning district and the same vicinity; in that

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
3. The authorization of such variance will not be of substantial detriment to adjacent property and the character of the district will not be changed by the granting of the variance; in that:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

4. The granting of such variance is based upon reason of demonstrable and exceptional hardship as distinguished from variations for purposes of convenience, profit or caprice; in that:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

NOTE: If this variance is granted, it will not permit a use prohibited in the use district in which the above described premises is located. (Use back of sheet for additional information)

____________________________________________________________  ________________________________
Signature of Authorized Agent   Signature of Landowner