



Dane County Planning and Development Department

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Community Development
(608)261-9781, Rm. 362

Planning
(608)266-4251, Rm. 116

Records & Support
(608)266-4251, Rm. 116

Zoning
(608)266-4266, Rm. 116

Chapter 75 (Subdivision) Variance Application

A variance application is required for any proposed Certified Survey Map (CSM) or Subdivision Plat which does not meet one or more of the design standards, or other applicable regulations, specified in Chapter 75 of the Dane County Code of Ordinances (Land Division and Subdivision Regulations). Chapter 75 variance appeals are decided by the county Zoning & Land Regulation Committee.

§75.21(1) of the Dane County Code details the variance procedures:

“Where the [Zoning] committee finds that unnecessary hardships may result from strict compliance with these regulations, it may vary the regulations so that substantial justice may be done; provided that public interest is secured and that such variation will not have the effect of nullifying the intent and purpose of these regulations.”

To grant a variance, the committee must find that “unnecessary hardships” may result from complying with the land division / subdivision regulations. Applicants are advised to provide evidence of such hardship on the attached variance application form. Staff or the committee may request additional information be submitted to assist the committee in making its decision on the variance appeal.

Chapter 75 variance applications will only be accepted if there is a corresponding preliminary CSM or Subdivision Plat application currently pending. Variance appeals will be heard by the Zoning & Land Regulation Committee at a regularly scheduled meeting and, if practical, as part of committee’s consideration of the preliminary CSM or Subdivision Plat application. Variances associated with a pending rezoning and / or Conditional Use Permit application may be heard by the committee at the same meeting.

There is a \$100 application review fee for a Chapter 75 variance application. Applications should be submitted in person at the Dane County Zoning office, Room 116, City-County Building, or sent to:

**Dane County Planning and Development
c/o, Daniel Everson
210 Martin Luther King Jr., Blvd – Room 116
Madison, WI 53703-3342**

Applicants will be informed as to time and date of the meeting when their appeal will be heard by the Zoning & Land Regulation Committee.



**Dane County Zoning & Land Regulation Committee
Land Division / Subdivision Variance Application**

Date: _____

Landowner information:

Name: _____
Address: _____ City: _____ Zip Code: _____
Daytime phone: _____
Fax: _____ E-mail: _____

Applicant information (if different from landowner):

Name: _____
Address: _____ City: _____ Zip Code: _____
Daytime phone: _____
Fax: _____ E-mail: _____

Relationship to landowner: _____

Are you submitting this application as an authorized agent for the landowner? Yes ___ No ___

Property information:

Property address: _____

Tax Parcel ID #: _____

Certified Survey Map application #: _____ Date Submitted: _____

Subdivision Plat application #: _____ Subdivision Name: _____

Rezone or CUP petition #(if any): _____ Rezone / CUP public hearing date: _____

Summary of Variance Request:

What ordinance provision(s) are you seeking a variance from? (e.g., 66' lot road frontage requirement)

What hardship(s) will result if a variance is not granted? (Be specific, use additional pages if necessary.)

Applicants will be informed as to time and date of the meeting when their appeal will be heard by the Zoning & Land Regulation Committee.