



APPLICATION TO VARY SETBACKS

NHD-004

Rev Jan 2015

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SECTION I – APPLICANT INFORMATION (TO BE COMPLETED BY APPLICANT)

I certify that I am the owner (or authorized representative of owner) of the below described property, and hereby request variance of setback requirements for placement of building(s)/permanent structure(s), as detailed below.

NAME OF APPLICANT _____

SIGNATURE OF APPLICANT _____

ADDRESS _____

DATE _____

CITY _____ STATE _____ ZIP _____

PHONE (CELL NUMBER PREFERRED) _____

SITE INFORMATION

Street Address: _____

Nearest Cross Street: _____

Section No.: _____ Township: _____ Range: _____

Parcel Tax ID No.: _____

ACTION REQUESTED

Vary the setback requirement from ____ ft. to ____ ft. along _____ (name of road).

Vary the setback requirement from ____ ft. to ____ ft. along: Section Line Quarter-Section Line

SECTION II – REVIEW/RECOMMENDATION (TO BE COMPLETED BY HIGHWAY DISTRICT STAFF)

STAFF REPORT COMPLETED AND ATTACHED: Yes No

APPLICATION FEE PAID: Yes No

SITE PLAN SUBMITTED: Yes No

SIGNATURE – HIGHWAY DISTRICT STAFF

DATE

SECTION III – DECISION (TO BE COMPLETED BY HIGHWAY DISTRICT BOARD OF COMMISSIONERS)

DECISION OF THE HIGHWAY DISTRICT BOARD OF COMMISSIONERS: Approved Denied

BASIS OF DECISION: _____

SIGNED: _____

CHAIRMAN OF THE BOARD

DATE