



# VARIANCE APPLICATION

LAKE MINNETONKA CONSERVATION DISTRICT

For LMCD use:  
Fee Amount: \_\_\_\_\_ Check # \_\_\_\_\_ Date Received: \_\_\_\_\_

## 1. CONTACT INFORMATION

Applicant: \_\_\_\_\_ Title (Owner, Authorized Agent, etc.): \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Property Owner (if different from applicant): \_\_\_\_\_  
Relationship to Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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## 2. PROPERTY INFORMATION

Site Address: \_\_\_\_\_  
Abutting Lakeshore Property Owners (Name and Mailing Address)  
*North or West:* \_\_\_\_\_  
\_\_\_\_\_  
*South or East:* \_\_\_\_\_  
\_\_\_\_\_  
*Other affected parties:* \_\_\_\_\_  
\_\_\_\_\_

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## 3. PROPOSED VARIANCE

Type of Variance: \_\_\_\_\_  
State practical difficulties causing the variance to be required: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. ATTACHMENTS**

Documents listed below are required; check that they are attached:

- Locator Map
- County Plat Map
- Certified Land Survey, Legal Description
- Proposed facility site plan
- Existing facility site plan
- Scaled drawing of docks on abutting properties and other affected dockage
- Names & mailing addresses of owners within a 350-foot radius of the property. (See note below.)

\*\*\*Names & Mailing Addresses: The LMCD provides notice of a public hearing, which is published and mailed to owners within 350 feet of the subject property. The applicant is required to obtain mailing labels from Hennepin County for property owners within a 350-foot radius of the site. Labels are now available online by visiting <https://gis.hennepin.us/locatenotify/default.asp>. Set the buffer distance to 350 feet and print the "mail list," which includes both taxpayer and resident information.

*Absence of requested data may result in a processing delay or the application may be deemed incomplete.*

**5. FEES**

<b>Application Fee</b> (Non-refundable)	<b>\$750.00</b>
<b>Deposit</b> (Remaining funds refundable, upon full compliance with the Code and extent of administrative, inspection and legal service required.)	<b><u>\$1500.00</u></b>
<b>TOTAL FEE ENCLOSED</b> (This fee is for processing of the application and does not entitle the applicant to a variance.)	<b><u>\$2250.00</u></b>

I certify that the information provided herein and the attachments hereto are true and correct; I understand that any variance granted may be revoked by the District for violation of the LMCD code. I agree to reimburse the District for any legal, surveying, engineering, inspection, maintenance or other expenses incurred by the District in excess of the amount of the application fee. I consent to permitting officers and agents of the District to enter the premises at reasonable times to investigate and to determine whether or not the Code of the District is being complied with.

I agree to submit a certified, as-built survey upon completion of the docks.

**Applicant's Signature:**

<b>Name</b>	<b>Title</b>	<b>Date</b>

**Return to:**  
**Lake Minnetonka Conservation District**  
**5341 Maywood Road, Suite 200**  
**Mound, MN 55364**