

**CITY OF RALSTON, NEBRASKA**  
*Independence City*  
**BOARD of ADJUSTMENT APPLICATION**

**NOTICE of APPEAL**  
**FILING INSTRUCTIONS**

The Board of Adjustment meets on the first Monday of the month at 5:30 p.m., as needed, at Ralston City Hall Council Chambers, 5500 S. 77<sup>th</sup> St.

1. Requirements for Grant of a Variance.
  - a. Strict application of the zoning ordinance will produce undue hardship.
  - b. Such hardship is not shared generally by other properties in the same zoning district and in the same vicinity.
  - c. 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.
  - d. 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.
  - e. The condition or situation of the property concerned is not of so general or recurring a nature as to make reasonably practicable a general regulation to be adopted as an amendment to this Zoning Ordinance.
  - f. The granting of the variance will not cause substantial detriment to the public good and will not substantially impair the intent and purpose of any Ordinance or Resolution.
  
2. Submit:
  - a. Notice of Appeal Application.
  - b. 12 copies of all drawings and plans are to be submitted to the City Clerk at Ralston City Hall.
  - c. Names and addresses of all property owners within 150 ft. of the project address.
  - d. \$75 non-refundable fee payable to City of Ralston.
  
3. Appeal paperwork must be received at City Offices at least **21 days** prior to the date of the next scheduled meeting to allow for publication.