

**ZONING ADMINISTRATOR  
APPLICATION FOR VARIANCE**

Name(Applicant)\_\_\_\_\_ Address\_\_\_\_\_

Phone\*: \_\_\_\_\_ Work Phone\*: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Pager-Cell Phone:\_\_\_\_\_

Address(Permit request for):\_\_\_\_\_ Parcel \_\_\_\_\_

ID#:\_\_\_\_\_ Zoning District:\_\_\_\_\_

Description of Variance:\_\_\_\_\_

**Submission Requirements:**

- 1.) Original copy of the legal description of the property. Written permission demonstrated from the owner granting permission for the variance is required. (Copies of the legal description may be obtained from the property deed maintained at the county recorders office in Edwardsville-692-8919.)
- 2.) Parcel Identification number. Can obtain from Godfrey Assessor's Office (468-4919).
- 3.) Meetings are at 6:45 P.M. at the Village Hall, it is necessary to be present.
- 4.) Posting Notice; You are required to pick up poster to be posted ten (10) day prior to public hearing.
- 5.) Filing for Variance: Non-refundable fee of \$200.00
- 6.) Additional questions may be directed to the Zoning Administrator (466-1206). Additional information may be required.
- 7.) Please include any pertinent information about the attached determining factors used to consider approval of your request. (Pages 2 and 3).
- 8.) Your application will be submitted to the Zoning Administrator for review-In turn, if the application meets all requirements, it will be presented to the Planning & Zoning Commission-The Commission meets once each month to consider applications-Public hearings are held at the beginning of each meeting-Five to six weeks may elapse before final action results with the Village Board of Trustees. Deadlines must be met-Please inquire.

Applicants Signature\_\_\_\_\_

Fee Paid: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by Zoning Administrator:\_\_\_\_\_ Date: \_\_\_\_\_

## REQUEST FOR VARIANCE

In order that the Planning and Zoning Commission may properly evaluate your application, please furnish responses to the following factors.

A. That the plight of the owner is due to unique circumstances caused by the particular physical surroundings, shape or topographical condition of the specific property involved or other reasons which would result in a particular hardship upon the owner, as distinguished from a mere inconvenience or loss of revenue, if the strict requirements of the Ordinance were applied and that the subject property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations applicable to the zoning district in which the property is located:

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B. That the conditions upon which the requested variation is based would not be applicable, to other property within the same zoning classification;

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C. That the alleged difficulty or hardship has not been created by any person presently having an interest in property;

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D. That the granting of the variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located and will not alter the essential character of the locality;

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E. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood;

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F. That the proposed variation complies with the spirit and intent of the restrictions imposed by this Ordinance; and

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G. That the proposed variation does not constitute a variation in use not permitted in the district.

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