

# APPLICATION FOR VARIANCE

**OFFICE USE ONLY:**

FEES:

TOTAL:

PAID:

Date \_\_\_\_\_

Address of Property Variance Request is for:

\_\_\_\_\_

Parcel ID#: \_\_\_\_\_ Current Zoning District: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

**Submission Requirements:**

1. Original copy of the legal description of the property. Written permission demonstrated from the owner granting permission for variance is required. Copies of the legal description may be obtained from the property deed maintained at the County Recorder's Office in Edwardsville 692-8919.
2. Nonrefundable filing fee of \$250.00 for Rezoning to accompany application. Applicants are also responsible for the cost of legal add and mailings to neighboring properties.
3. Posting Notice: You are required to post a notice 10 days prior to public hearing date. Posters can be picked up from Building and Zoning Office.
4. Additional questions are to be directed to the Zoning Administrator, 618-466-1206; Additional information may be required.
5. Meetings are held at the Village Hall, located at 6810 Godfrey Road. It is necessary to be present for each meeting.
6. 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 and Zoning Commission. The Commission meets once a 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.

**SIGNATURE OF APPLICANT:** \_\_\_\_\_

*I affirm and certify that all the information and answers to questions herein are complete, true, and correct to the best of my knowledge and belief. I understand that any misrepresentation, falsification, or omission of any facts called for in the application may render this application void and will be cause for revocation of permit(s), whenever discovered. Any person who shall violate or fail to comply with any building codes or permit process shall be charged according to current Village ordinances.*

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

**In order that the Planning and Zoning Commission  
may properly evaluate your application,  
please furnish responses to the following standards:**

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 allowable:

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B. That the conditions upon which the requested Variation is based would not be applicable to other zoning 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 on 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 the Ordinance:

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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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**VERIFICATION**

Being duly sworn on oath, I, \_\_\_\_\_, attest that all of the information I set forth in my Application for Variance filed with the Zoning Administrator of the Village of Godfrey, an accurate copy thereof being attached hereto and made a part hereof, is true and correct to the best of my information and belief.

Applicant: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

STATE OF ILLINOIS, COUNTY OF MADISON

Notary Public: \_\_\_\_\_

SEAL