



APPLICATION FOR ZONING VARIATION

ADDRESS OF SUBJECT PROPERTY: _____

NAME OF APPLICANT(S): _____

INTEREST IN PROPERTY: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NAME OF PROPERTY OWNER/TRUSTEE(S): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NAME OF ATTORNEY (IF APPLICABLE): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NAME OF ENGINEER (IF APPLICABLE): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NAME OF ARCHITECT (IF APPLICABLE): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

VILLAGE PERSONNEL: Provide the following information for any officer or employee of the Village with an interest in the Owner, Applicant, Consultant or the Subject Property and the nature and extent of that interest.

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NATURE/EXTENT OF INTEREST: _____



PERMANENT INDEX NUMBER OF SUBJECT PROPERTY (TAX ID NO.): _____

CURRENT ZONING CLASSIFICATION: _____

ADJACENT ZONING CLASSIFICATION:

NORTH: _____

SOUTH: _____

EAST: _____

WEST: _____

ZONING STANDARDS/STATEMENT OF COMPLIANCE:

REQUIREMENT	CODE SECTION	CODE REGULATION	PROPOSED
MIN. LOT AREA			
MIN. LOT WIDTH			
MIN. LOT DEPTH			
MIN. FRONT SETBACK			
MIN. INTERIOR SIDE SETBACK			
MIN. CORNER SIDE SETBACK			
MIN. REAR YARD SETBACK			
BUILDING COVERAGE			
IMPERVIOUS SURFACE COVERAGE			
BUILDING HEIGHT			
BUILDING HEIGHT SETBACK PLANE			
LOADING*			
PARKING*			

**If there are parking or loading requirements for the Subject Property, please provide detailed calculation of both the required and proposed number of spaces.*

REQUIRED DOCUMENTATION: All required documents must be submitted in hard copy (2 copies) and in digital form (1 copy).

- STATEMENT OF AGREEMENT TO REIMBURSE COSTS (separate document)
- PROOF OF OWNERSHIP (current title policy report or deed and current title search)
- LEGAL DESCRIPTION
- PLAT OF SURVEY (certified by registered land surveyor)
- DRAWING (TO SCALE) DEPICTING PROPOSED IMPROVEMENTS
- NEIGHBORING OWNERS/AFFIDAVIT OF MAILING* (see page 3)



* The Applicant must notify the occupants/tax assesses (as shown on the records of the Proviso Township Assessor) of all properties located within 250 feet of the boundary lines of the Subject Property, excluding public rights-of-way (see §3.3 of Zoning Code) of the date, time, place and purpose of the hearing on the Variation. The Village will prepare a legal Notice of Hearing. Applicant must mail the Notice not less than 15 nor more than 30 days prior to the scheduled hearing date to all occupants/tax assesses. The applicant/agent must then fill out, sign, and notarize the Affidavit of Mailing form, returning that form and the list of all persons, addresses and PIN numbers to which Notice was sent, to the Village.

SUMMARY OF PROPOSED VARIATION: A statement of the precise variation being sought, the purpose therefor, and the specific feature of features of the proposed use, construction, or development.

ORDINANCE PROVISION: The specific provisions of the Zoning Code from which a variation is sought:

MINIMUM VARIATION: A statement of the minimum variation of the provisions of the Zoning Ordinance that would be necessary to permit the proposed use, construction, or development.

APPROVAL STANDARDS FOR A VARIATION: No variation from the provisions of the Zoning Code shall be granted unless the Planning and Zoning Commission and the Village Board of Trustees make specific written findings based upon the standards noted below. Please provide the specific facts you believe support each of the required variation standards (you may attach additional pages if necessary).

- a. ***The strict application of the terms of the Zoning Code will result in undue hardship unless the specific relief requested is granted.***

- b. ***The plight of the owner is due to unique circumstances inherent to the Subject Property and not from the personal situation of the owner.***



c. The variation, if granted, will not alter the essential character of the locality.

EVIDENCE RELEVANT TO STANDARDS FOR A VARIATION: You may attach a statement, present testimony or evidence and the Planning and Zoning Commission and the Village Board of Trustees may inquire into the following issues, as well as any others deemed appropriate:

- a. The particular physical surroundings, shape or topographic conditions of the Subject Property impose a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.
- b. The alleged difficulty or hardship has not been created by any person presently having a proprietary interest in the Subject Property.
- c. The granting of the variation will not be detrimental to the public welfare in the neighborhood in which the Subject Property is located.
- d. The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, endanger the public safety or impair property values within the neighborhood.
- e. The proposed variation is consistent with the spirit and intent of the Zoning Code and the Village's Comprehensive Plan.
- f. The value of the Subject Property will be substantially reduced (as compared with other properties in the same zoning district) if permitted to be used only under the conditions allowed by regulations governing that zoning district.

OWNER/APPLICANT REPRESENTATIONS:

The Owner states that he and/or she consent to the filing of this application and that all information contained herein is true and correct to the best of his and/or her knowledge.

Name of Owner (print): _____ **Date:** _____

Signature of Owner: _____ **Date:** _____

The applicant certifies that all of the information contained in this application is correct to the best of applicant's knowledge. The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application.



Name of Applicant (print): _____ Date: _____

Signature of Applicant: _____ Date: _____

LIMITATIONS ON VARIATIONS; REVOCATION

No variation shall be granted for relief prohibited by Section 4.3D of the La Grange Park Zoning Code.

No ordinance granting a variation shall be valid for a period longer than 180 days from the effective date of such ordinance. The Applicant must obtain a building permit for the particular construction or improvement for which the variation was issued and commence the construction or alteration within such 180 day period. The Planning and Zoning Commission may recommend, and the Village Board may grant, one (1) extension of this 180-day period, valid for not more than an additional 180 days, upon written application and good cause shown.

CONDITIONS AND RESTRICTIONS ON VARIATIONS

The Planning and Zoning Commission may recommend, and the Village Board may impose, such conditions and restrictions upon the location, construction, design and use of the Property benefitted by a variation as may be necessary or appropriate to protect the public interest, adjacent properties and property values. Failure to maintain such conditions and restrictions as may be imposed shall constitute grounds for revocation of the variation. The variation granted, as well as any conditions or restrictions on that variation, shall be set forth in the ordinance approving the variation.

SIGN REQUIREMENTS FOR ALL PUBLIC HEARINGS

Under Section 3.3C of the Zoning Code, a sign provided by the Village of La Grange Park must be posted in front of the property at least 15 days, but not more than 30 days prior to the scheduled hearing. The Applicant must maintain the sign during the required time period.

APPLICATION FEE

An application fee of \$500.00, payable to the Village of La Grange Park, must accompany this Application.

REIMBURSEMENT OF FEES REQUIRED DEPOSIT AMOUNT

A deposit in the amount of \$1,000.00, payable to the Village of La Grange Park, must accompany this Application and the executed Reimbursement of Fees Agreement.

Revised February 2018