

Application No. _____
Filing Fee \$ _____
Fee Paid Date _____

**CITY OF BELLEVILLE, ILLINOIS
OFFICE OF THE ZONING BOARD OF APPEALS**

APPLICATION FOR AREA/BULK VARIANCE

INSTRUCTIONS TO APPLICANT:

All information requested must be completed on this application. Applicants are encouraged to visit this office for assistance in filling out this form. If possible, please call (618) 233-6810 Ext. 251 for an appointment to avoid delays.

1. DATA ON APPLICANT AND OWNER

Name of Applicant(s) _____ Telephone #: _____
Address of Applicant(s) _____
Property Interest of Applicant(s) _____
(OWNER / TENANT / CONTRACT PURCHASER / ETC.)
Name of Owner(s) _____
Address of Owner(s) _____

2. DESCRIPTION, USE AND ZONING OF PROPERTY

Address: _____
Legal Description (attach if necessary) _____
Permanent Parcel Number _____
Lot Size _____ feet x _____ feet = _____ square feet
Present Use of Property _____
(VACANT / RESIDENCE / BUSINESS / ETC.)
Property Located Zoning District _____ and in Ward # _____
Aldermen of Ward _____

- a. Does the present use of the property conform to all use regulations for the zoned district in which it is located? Yes (___) No (___). If "no," specify each non-conforming use: _____

- b. Do the existing structures comply with all area and bulk regulations for the zoned district in which it is located? Yes (___) No (___). If "no," specify each non-conforming use: _____

3. VARIATION REQUESTED

- a. State what variation is requested, giving distances and measurements where appropriate _____

- b. State why this variance is necessary _____

4. REASONS FOR REQUEST FOR VARIATION

NOTE: The following questions must be answered completely. If additional space is needed, attach extra pages to application. Before answering, read the NOTICE TO APPLICANTS on back page.

- a. What characteristics of your property prevent its being used for any of the uses permitted in your zone?
Too Narrow _____ Too Shallow _____ Soil _____ Too Small _____ Elevation _____
Subsurface _____ Shape _____
Other _____
- b. Describe the items checked, giving dimensions where appropriate _____

6. **ACTIONS BY APPLICANT ON PROPERTY**

Certificate of Occupancy Applied for and Denied _____
(YES / NO)

Certificate Application Number _____

An Appeal was (___) was not (___) made with respect to these premises;

Appeal Application Number _____

Appeal Denied _____

Appeal Application Accompanies this Request for Variation _____

I (we) certify that all of the above statements, and the statements contained in any papers or plans submitted herewith, are true to the best of my (our) knowledge and belief.

DATE: _____, 20____

(APPLICANT)

(OWNER)

Subscribed and sworn to me before this _____ day of _____, 20____.

(NOTARY PUBLIC)

RECOMMENDATION OF ZONING ADMINISTRATOR

Section(s) of Zoning Ordinance Involved in this Application _____

By _____ Date _____

DO NOT WRITE IN THIS SPACE – FOR OFFICE USE ONLY

Date Filed _____

Special Use Request Number _____

Date Set for Hearing _____

Date Hearing Held _____

Published Notice Made _____
(DATE)

Newspaper _____
(NAME OF NEWSPAPER)

Name of Municipality Where Published _____

Date Abutting Property Owners Notified _____

Fee Paid: (___) Yes (___) No Receipt Issued: (___) Yes (___) No Amount: \$ _____ Date: _____

Comments (indicate other actions such as continuances): _____

Action by Board on Request for Special Use Permit _____

NOTICE TO APPLICANTS

A Variation is a zoning adjustment that permits minor changes of district requirements where individual properties are both harshly and uniquely burdened by the strict application of the law. The power to vary is restricted and the degree of variation is limited to the minimum change necessary to overcome the inequality inherent in the property.

1. A Variation recognizes that the same district requirements do not affect all properties equally; it was invented to permit minor changes to allow hardship properties to enjoy equal opportunities with properties similarly zoned. You must prove that your land is affected by special circumstances or unusual conditions. These must result in common hardships and equal treatment under the strict application of the Zoning Ordinance. Where hardship conditions extended to other properties a Variation cannot be granted. The remedy for general hardship is a change of the map of the test of the Zoning Ordinance.
2. You must prove that the combination of the Zoning Ordinance and the uncommon conditions of your property prevents you from making any reasonable use of your land as permitted by your present zoning district. Since zoning regulates land and not people, the following conditions cannot be considered pertinent to the application for a variation: (a) Proof that a variation would increase the financial return from the land; (b) Personal hardship; (c) Self-imposed hardship. In the last case, the recognition of conditions created after the enactment of the Zoning Ordinance would encourage and condone violations of the law.
3. No Variation may be granted which would adversely affect surrounding property or the general neighborhood. All Variations must be in harmony with the intent and purposes of the Zoning Ordinances.