

APPLICATION FOR VARIANCE

A variation is a relaxation of the strict terms of the zoning regulations in order to provide relief for a property owner (or occupant) upon whom the zoning regulations have imposed undue hardship or difficulty. Usually variation applications request relief from required lot sizes and widths, setbacks, and minimum yards. Variations should be granted only to provide relief in unusual situations that were not intended or foreseen when the comprehensive zoning regulations were adopted. No variation should be granted unless it will be in harmony with the general intent and purpose of the regulations.

Variation Process

- Return the completed application for variance along with the \$300.00 non-refundable fee
- A date for a public hearing before the Zoning Board of Appeals will be set. Zoning Board Meetings are held at the Municipal Building, 210 N. Hamilton Street, Monticello, IL 61856
- Notice of the hearing will be published in the local paper and at www.monticelloenews.com at least 15 days prior, but no more than 30 days, before the hearing.
- Notices will be sent by certified mail to adjacent property owners.
- The City will place an informational sign on the property. This sign will be removed by City personnel promptly after all meetings pertaining to the requested variance.
- The recommendation of the ZBA will go in front of the Monticello City Council. The City Council has the final authority to approve or deny the request for a variance.

The City of Monticello requests the presence of the applicant, or their representative, at all city meetings pertaining to the requested variance.

Name of Applicant: _____

Street Address: _____

Mailing Address (if different from above): _____

Phone Number: _____

What characteristics of the subject property prevent compliance with the requirements of these regulations? (shape, size, topography, etc.) _____

What reduction of the minimum requirements of these regulations would be necessary to permit the proposed use or construction? _____

What practical difficulty or particular hardship would result if requirements of these regulations were applied to the subject property? _____

Please describe the desired variance: _____

I agree with the following:

Yes	No	N/A	Special circumstances or conditions such as exceptional narrowness, topography, or siting, fully described in application above apply to the land for which the variation is sought, and that those conditions do not apply generally in the district
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Yes	No	N/A	The special circumstances or conditions have not resulted from any act of the applicant subsequent to the adoption of these regulations, whether or not in violation of the provisions thereof.
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- Yes No N/A For reasons fully set forth in the application above, the aforesaid circumstances or conditions are such that the strict application of the provisions of these regulations would deprive me of any reasonable use of this land.

- Yes No N/A The variation requested is the minimum adjustment necessary for the reasonable use of the land.

- Yes No N/A The request for variation is in harmony with the general purposes and intent of these regulations, and will not be injurious to the neighborhood, detrimental to the public welfare or in conflict with other City regulations.

- Yes No N/A The Building Inspector of the City of Monticello has refused to issue a building permit for the construction of the alteration or the improvements on the above-mentioned property because of the aforesaid zoning restrictions.

*****PLEASE SUBMIT ***** A set of site plans showing all property lines, all existing structures, as well as the location of the proposed structure/addition, and the location of any easements. The plan should also show the distances between any buildings and the property lines, the distance between proposed and existing structures, and the dimensions of the proposed structures.

Verification

STATE OF ILLINOIS)
) SS
 COUNTY OF PIATT)

I, _____, hereby swear (or affirm) that the statements contained in this application are true and correct to the best of my knowledge and belief.

 Signature of Applicant

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

 Notary Public

(notary seal)