

**VILLAGE OF BANNOCKBURN
Zoning Application**

1.0 General Information

1.1 Applicant Name: _____
Address: _____
Telephone Number: _____
Applicant's Interest in Subject Property: _____

1.2 Owner (if different from Applicant)

Name: _____
Address: _____
Telephone Number: _____

1.3 Subject Property

Address of Property: _____
Legal Description: _____

Parcel Index Number(s): _____

Has any variation or special use permit been granted for this property? Yes: _____ No: _____

If yes, please identify the ordinance or other document granting such zoning relief.

1.4 Trustees Disclosure

Is title to the property in a land trust? Yes _____ No _____

If yes, full disclosure of all trustees and beneficiaries is required. Attach a copy of all documents showing ownership of the Subject Property and the Applicant's ownership, control of or interest in the Subject Property.

1.5 Requested Action (Check as many as are applicable)

- Variation
- Map Amendment
- Text Amendment
- Special Use
- Zoning Appeal

1.6 Consultants

Please provide the name, address, and telephone number of each professional or consultant advising Applicant with respect to this application, including architects, contractors, engineers or attorneys:

Name: _____	Name: _____
Address: _____	Address: _____
_____	_____
Telephone: _____	Telephone: _____
Name: _____	Name: _____
Address: _____	Address: _____
_____	_____
Telephone: _____	Telephone: _____

1.7 Village Officials or Employees

Does any official or employee of the Village have an interest, either directly or indirectly, in the subject property? Yes:___ No:___

If yes, please identify the name of such official or employee and the nature and extent of that interest. (Use a separate sheet of paper if necessary.)

- 1.8 Repeat Application
Has any other application for the Subject Property been submitted to the Village and denied within the last two years? Yes____ No_____

If yes attach a statement of the grounds justifying reconsideration.

2.0 **REQUIRED SUBMITTALS**

- 2.1 \$250.00 Non-refundable Application Fee

- 2.2 Drawings. Twelve (12) sets of drawings of proposed request.

2.3 **Application for Variation**

Provide a written summary explaining the requested relief (i.e. identify zoning districts, itemize variations, etc.). Describe the proposed construction, alteration, enlargement, or remodeling work on the Subject Property and provide a survey as well as any plans setting forth all the information relevant to the request. Describe how this request(s) meets the following Standards For Variations:

1. General Standard. No variation shall be recommended or granted pursuant to this Section Unless the applicant shall establish that carrying out the strict letter of the provisions of this Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth in this Subsection F.
2. Unique Physical Condition. The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure, or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and internet in the subject property that amounts to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.
3. Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner, or of the owner's predecessors in title and known to the owner prior to acquisition of the subject property, and existed a the time of the enactment of the provisions for which a variation is south or was created by natural forces or was the result of governmental action, other than the adoption of this Code, for which no compensation was paid.

4. Denied Substantial Rights. The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of their lots subject to the same provision.
5. Not Merely Special Privilege. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owner or occupants of their lots subject to the same provision, nor merely an inability to make more money for the use of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the granting of an authorized variation.
6. Code and Plan Purposes. The variation would not result in a use or development of the subject property that would be not in harmony with the general and specific purposes for which this Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.
7. Essential Character of the Area. The variation would not result in a use or development on the subject property that:
 - (a) Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development, or value of property or improvements permitted in the vicinity; or
 - (b) Would materially impair an adequate supply of light and air to the property and improvements in the vicinity; or
 - (c) Would substantially increase congestion in the public streets due to traffic or parking; or
 - (d) Would unduly increase the danger of flood or fire; or
 - (e) Would unduly tax public utilities and facilities in the area; or
 - (f) Would endanger the public health or safety.
8. No Other Remedy. There is no means other than the requested variation by which the alleged hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the subject property.
9. Conditions on Variations. The Zoning Board of Appeals may recommend and the Board of Trustees may impose such specific conditions and limitations concerning use, construction, character, location, landscaping, screening, and other matters relating to the purposes and objectives of this Code upon the premises benefited by a variation as may be necessary or appropriate to prevent or minimize adverse effects upon other property and improvements in the vicinity of the subject property or upon public facilities and services. Such conditions shall be expressly set forth in the Ordinance granting the variation. Violation of any

such condition or limitation shall be a violation of this Code and shall constitute ground for revocation of the variation.

2.4 **Application for Special Use Permit**

General Standards. No special use permit shall be recommended or granted pursuant to this Section unless the applicant shall establish that:

- (a) **Code and Plan Purposes.** The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the Official Comprehensive Plan.
- (b) **No Undue Adverse Impact.** The proposed use and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area, or the public health, safety, and general welfare.
- (c) **No Interference with Surrounding Development.** The proposed use and development will be constructed, arranged, and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.
- (d) **Adequate Public Facilities.** The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.
- (e) **No Traffic Congestion.** The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.
- (f) **No Destruction of Significant Features.** The proposed use and development will not result in the destruction, loss, or damage of any natural, scenic, or historic feature of significant importance.
- (g) **Compliance with Standards.** The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

3.0 **CERTIFICATIONS**

- 3.1 The Applicant and Owner certify that this pre-application is filed with the permission and consent of the owner of the Subject Property and that the person signing this pre-application is fully authorized to do so.
- 3.2 The Applicant certifies that all information contained herein is true and correct to the best of Applicant's knowledge.
- 3.3 The Applicant acknowledges that the Village may seek additional information relating to this pre-application and agrees to provide the Village with such information in a timely manner. Failure to provide such information may be grounds for denying pre-application.
- 3.4 The Applicant and Owner agree to reimburse the Village for any and all costs relating to the processing of this pre-application, including any consultants' fees. By signing this pre-application, Applicant and Owner agree to be jointly and severally liable for such costs, and Owner further agrees to the filing and foreclosure of a lien against the Subject Property for all such costs plus all expenses relating to collection, if such costs are not paid within 30 days after mailing of a demand for payment.
- 3.5 The Applicant agrees that the Village and its representatives have the right, and are hereby granted permission and a license, to enter upon the property, and into any structures located there on, for purposes of conducting any inspections that may be necessary in connection with this application.
- 3.6 **The Owner (designated representative for commercial buildings) must be present during the Planning Commission/Zoning Board of Appeals meeting.**

Name of Owner

Name of Applicant

Signature of Owner

Signature of Applicant

Date _____

Date _____