



VARIATION APPLICATION

VILLAGE OF GURNEE COMMUNITY DEVELOPMENT DEPARTMENT

TO BE COMPLETED BY THE APPLICANT:

Date: _____

Address of Subject Property: _____

PIN Number: _____

Current Use: _____

Current Zoning District: _____

Specific Zoning Ordinance Regulation From Which Variance Is Sought: _____

Applicant Name: _____

Address: _____

Phone Number: _____ **Fax:** _____

Email: _____

Owner Name (if different than applicant): _____

Owner Address: _____

Phone Number: _____ **Fax:** _____

Email: _____

Proof of Standing Provided: _____

(proof of ownership, control, authorization, etc.—attach with application materials)

Applicant hereby certifies that: (1) All statements and other information submitted as part of this application are true and correct to the best of the applicants knowledge and further understand that this Application and attachments become part of the Official Records of the Village of Gurnee; (2) Applicant has read and understands all information in this application; and (3) Applicant understands the submittal of inaccurate or incomplete information or plans may result in processing delays .

Signature of Applicant _____ **Date:** _____

Signature of Owner (if different from the applicant) _____ **Date:** _____



SUBMITTAL REQUIREMENTS:

1. Provide a description of the proposed action
2. Provide a Legal Description
3. A plat of survey or site plan illustrating the exact dimensions of the requested variation. This should be to a measurable scale no greater than 1" = 80'.
4. Any other supplemental information that you wish to provide regarding your proposed variation (i.e photographs, building plans, etc.)

Justification of Proposed Action:

In evaluating the proposed variation, the Planning and Zoning Board and Village Board will make findings based on the standards imposed by Section 16.5 of the Zoning Ordinance. Please respond to each of the following criteria and describe how the proposed variation complies with each standard (attach additional pages, if necessary):

- 1) The strict application of the terms of this Ordinance will result in undue hardship unless the specific relief requested is granted.

- 2) The alleged hardship of the owner is due to unique circumstances inherent to the subject property and has not been created by the owner.

- 3) The variation, if granted, will not alter the essential character, nor be detrimental to the public welfare, of the locality.

- 4) The particular physical surroundings, shape or topographical conditions of the specific 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.

Review Section 16.0 of the Zoning Ordinance for further details on the Variation procedure and approval standards.