

# VARIATION APPLICATION



City of Elmhurst

Community Development Department

209 N. York Street • Elmhurst, Illinois 60126 • (630) 530-6019 (p) • (630)530-3127 (f)

CASE NUMBER: \_\_\_\_\_ DATE APPLICATION FILED: \_\_\_\_\_

**A. APPLICANT INFORMATION**

Applicant Name: \_\_\_\_\_

Applicant Organization: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant City / State / Zip Code: \_\_\_\_\_

Applicant Phone: Work: (\_\_\_\_) \_\_\_\_\_ Home: (\_\_\_\_) \_\_\_\_\_

Mobile / Other: (\_\_\_\_) \_\_\_\_\_

Applicant Fax: Work:(\_\_\_\_) \_\_\_\_\_ Home:(\_\_\_\_) \_\_\_\_\_

Applicant Email: \_\_\_\_\_

Applicant Relationship to Property Owner: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

**B. PROPERTY OWNER INFORMATION *(IF DIFFERENT FROM APPLICANT)***

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner City / State / Zip Code: \_\_\_\_\_

Owner Phone: Work: (\_\_\_\_) \_\_\_\_\_ Home: (\_\_\_\_) \_\_\_\_\_

Mobile / Other: (\_\_\_\_) \_\_\_\_\_

Owner Fax: Work:(\_\_\_\_) \_\_\_\_\_ Home:(\_\_\_\_) \_\_\_\_\_

Owner Email: \_\_\_\_\_

Printed Name and Title (if not individual owner): \_\_\_\_\_

Owner Signature: \_\_\_\_\_

**C. PROPERTY INFORMATION**

Common Address of Property: \_\_\_\_\_

Property Identification Number (PIN): \_\_\_\_\_

Legal Description (*Attach additional sheets as necessary*):

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**D. APPLICANT'S REQUEST (*ATTACH ADDITIONAL SHEETS AS NECESSARY*):**

1. Applicant is requesting relief from Chapter \_\_\_\_\_ Section \_\_\_\_\_  
of the Zoning Ordinance for the City of Elmhurst for the purpose of:

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2. Please provide a detailed statement of why applicant is seeking relief

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3. Provide responses to the three (3) Variation standards as listed in Section 3.8-5 of the City of Elmhurst Zoning Ordinance. The applicant must present this information for the official record of the Zoning Board of Appeals.

The three Variation standards are as follows:

- a. The plight of the owner is due to unique circumstances:

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- b. The variation, if granted, will not alter the essential character of the neighborhood:

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- c. The property in question cannot yield a reasonable return or provide the owner or tenants a reasonable enjoyment of the property if permitted to be used only under the conditions allowed by the regulations in its zone.

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**E. CHECKLIST**

- \_\_\_\_\_ Completed Variation application with authorized signatures *(10 copies)*
  
- \_\_\_\_\_ Responses to the Variation standards contained in Section 3.8-5 of the Elmhurst Zoning Ordinance *(10 copies)*
  
- \_\_\_\_\_ List of front yard setbacks for each property on the entire subject block to determine average setback of block, if applying for average front yard setback variation *(10 copies)*
  
- \_\_\_\_\_ Evidence of ownership such as copy of deed, affidavit, contract purchase, or disclosure of beneficial trust *(1 copy may be submitted)*
  
- \_\_\_\_\_ Current plat of survey showing lot lines, any buildings on the property and legal description of the subject property *(10 folded copies no smaller than 11" x 17")*
  
- \_\_\_\_\_ Site plan for proposed development *(10 folded copies no smaller than 11" x 17")*
  
- \_\_\_\_\_ Accompanying plans for elevations, landscaping, parking, etc. where applicable *(10 folded copies no smaller than 11" x 17")*
  
- \_\_\_\_\_ Photographs, traffic study, parking study or other materials requested by City Staff *(10 copies)*
  
- \_\_\_\_\_ Reduced 8.5" x 11" copy of each drawing submitted *(1 copy per drawing submitted)*
  
- \_\_\_\_\_ Check for \$500.00 Variation application fee, made payable to the City of Elmhurst