



VILLAGE OF
LONG GROVE

3110 Old McHenry Road

Phone: 847-634-9440

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longgrove.net

**Zoning Board of Appeals
Zoning Application**

1.0 General Information

1.1 **Applicant Name:** _____

Address: _____

Telephone Number: _____ E-mail Address: _____

Applicant's Interest in Subject Property: _____

1.2 **Owner (if different from Applicant).**

Name: _____

Address: _____

Telephone Number: _____ E-mail Address: _____

1.3 **Subject Property.**

Address of Property: _____

Lot # _____ Subdivision: _____

Legal Description: Please attach Parcel Index Number(s): _____

Has any zoning 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 _____

Describe: _____

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

____ 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: _____

Professional: _____

Professional: _____

Address: _____

Address: _____

Telephone: _____

Telephone: _____

E-mail: _____

E-mail: _____

Name: _____

Name: _____

Professional: _____

Professional: _____

Address: _____

Address: _____

Telephone: _____

Telephone: _____

E-mail: _____

E-mail: _____

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.**

_____ Fully completed application with letter addressing the standards in Section 3.0.

_____ Non-refundable Filing Fee (\$200).

_____ Planning Filing Fees (\$150).

_____ Minimum Professional Fee Escrow (\$500).

3.0 **Standards (5-12-1-2).**

3.1 The board of appeals shall not vary the provisions of this title, as authorized in this section, unless it shall have made findings based upon the evidence presented to it in each specific case:

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located;
2. That the plight of the owner is due to unique circumstances; or
3. That the variation, if granted, will not alter the essential character of the locality.

3.2 For the purpose of supplementing the above standards, the board of appeals shall also, in making this determination whether there are practical difficulties or particular hardships, take into consideration the extent to which the following facts favorable to the applicant have been established by the evidence:

1. That the particular physical surroundings, shape or topographical conditions of the specific property involved would bring a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulation were to be carried out;
2. That the conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning classification;
3. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property;
4. That the alleged difficulty or hardship has not been created by any person presently having an interest in the property;
5. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or
6. That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase the danger of fire or otherwise endanger the public safety, or substantially diminish or impair property values within the neighborhood.

4.0 **Certifications.**

- 4.1 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.
- 4.2 The Applicant certifies that all information contained herein is true and correct to the best of Applicant's knowledge.
- 4.3 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.
- 4.4 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.

4.5 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.

4.6 **The Owner and/or designated representative is required to be present during the meeting.**

Name of Owner

Name of Applicant

Signature of Owner Date

Signature of Applicant Date