Zoning Department 850 Fairfax St. Rm. 124 Carlyle, IL. 62231



REQUEST for a VARIANCE

PHONE: (618) 594-6655 FAX: (618) 594-6006

GENERAL INFORMATION REGARDING APPLICATIONS FOR VARIANCES

The application for a variance must be completed in its entirety by the applicant. Any supporting documentation (eg.-survey, photos, etc.) must accompany the application at the time of filing. The application must be submitted to the Clinton County Zoning Office no later than 12:00 noon on the filing date (calendar attached).

Applications must be complete at submittal time to be considered for the agenda. Deficient applications will be returned to the applicant and may delay the hearing until the following month.

<u>You are responsible to furnish the legal description.</u> You may want to consider consulting an attorney and/or Illinois Licensed Land Surveyor to obtain a legal description or contact the Clinton County Clerk & Recorders Office to obtain a copy of your Deed. The zoning office cannot write the legal description and will use only the legal description you furnish on the application. The zoning staff may not give legal advice.

The Zoning Board of Appeals meets at 6:00 P.M. the first Wednesday of every month, unless noted otherwise. **Location:** 810 Franklin Street, Carlyle, IL, County Board Room (south of the courthouse in the Clinton County Jail Building).

The applicant and/or his/her representation are required to appear at the scheduled hearing. All persons testifying before the board will do so under oath, and must state their name and address for the record.

- A. Introduction of the case
- B. The petitioner presents his/her case and explains the reason for the variance request (see <u>Standards for Variances</u> below)
- C. Objectors (if any) statements and/or questions from the board
- D. The Zoning Board of Appeals decision

STANDARDS FOR VARIANCES (40-9-26)

The Board of Appeals shall not grant any variance unless, based upon the evidence presented to them, they determine:

- (A) The proposed variance is consistent with the general purpose of this Code (See Section 40-1-1); and
- (B) Strict application of the district requirements would result in great practical difficulties or hardship to the applicant, and prevent a reasonable return on the property; and
- (C) The proposed variance is the minimum deviation from such requirements that will alleviate the difficulties/hardship, and allow a reasonable return on the property; and
- (D) The plight of the applicant is due to circumstances not of his own making; and
- (E) The circumstances engendering the variance request are peculiar and not applicable to other property within the district, and therefore, that a variance would be a more appropriate remedy than an amendment (rezoning);
- (F) The variance, if granted, will not alter the essential character of the area where the premises in question are located nor materially frustrate implementation of the County Comprehensive Plan.

This information is intended as a brief guide and should not be relied upon for a thorough understanding of the hearing procedure or zoning laws as applicable

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VARIANCE REQUEST NO		DATE:		
(DO NO	OT WRITE IN THIS SPAC	E- FOR OFFICE US	E ONLY)	
HEARING DATE:	PERMANENT	PARCEL NO		
NOTICE PUBLISHED ON:	ZONE DISTRI	CT CLASSIFICATION: _		
NEWSPAPER:	FEE PAID \$			CK#
RECOMMENDATION OF BOARD OF APPEALS: (PERMIT ON FILE IN THE OFFICE: YES OR NO) DENIED () APPROVED ()	APPROVED WITH MC	DIFICATION	
INSTRUCTIONS TO APPLICANTS: A Variance is a use. The Zoning Board of Appeals may grant a variance is a carrying out the strict letter of any such regulation. This review is performed by the Zoning Board of A notice of the hearing must be published in a new will be notified by mail of the time and place of the applicant or his/her duly-authorized agent in The applicant should be able to show, by a site property of the property of the completion of the construction must be proved the completio	ariance if it is determined the ons relating to the use, const Appeals at a public hearing. ewspaper of general circulations the hearing at least 15 days pust appear at the hearing arolan and documentary evidernce. lescribed on the attached she yided before a hearing will be the Zoning Administrator or	ere are practical diffice ruction or alteration of on in the local area are prior to the hearing dailed and present his/her case that the proposed eet, and a development of the proposed escheduled. Applicant	ulties or particular of buildings or stru- t least 15 days pricute. Se to the Board of development will ont schedule provicts are encouraged	r hardships in the way of uctures or the use of the land. or to the hearing. The applicant Appeals. I be in harmony with the ding reasonable guarantees for to visit, call or email
1. NAME OF APPLICANT (S):				
ADDRESS:(STI				
E-MAIL ADDRESS:	REET)	(CITY) CELL:	(STATE)	(ZIP)
2. NAME OF OWNER (S):				
(only if other than applicant)		PHONE #:		
ADDRESS:				
	(attach additional	sheets if necessary)		
3. LOCATION OF PROPERTY				
(if different from above)	(STREET)	(CITY)	(STATE)	(ZIP)
LEGAL DESCRIPTION (lot, block and subd	livision or metes and bour	nds):		
A DDESENTLISE OF DDODEDTY				
4. PRESENT USE OF PROPERTY:	(industrial,	residential, comm	ercial, etc.)	
5. SUBDIVISION NAME:				

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6. STATE THE VARIANCE REQUESTED:



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7. State <u>specific Section (s)</u> of the Zoning Code containing the regulations which, if strictly applied, would cause a serious problem.					
3. Names and addresses of adjacent property owners and present use of property:					
NAME	ADDRESS	PRESENT USE			
Please list the Township	Road Commissioner if applicable: _				

9. Is any part of the lot or tract of land where the proposed **variance** is to take place in a known flood plain based on the Flood Hazard Boundary Map or Carlyle Lake Flowage Easement Area? This question must be answered YES or NO? Is any of the area in the Enterprise Zone? YES or NO.

SITE PLAN INFORMATION REQUIRED

You will need to provide a drawing of your lot showing the following:

- Property Lines & Dimensions of Lot
- Distances from proposed structure, front, side & rear lot lines
- Centerline of County or Township Road to proposed structure
- Distance from Right-of-way line from State Highway to proposed structure
- Building Height- from ground to peak

THE OWNER IS RESPONSIBLE FOR DETERMINING THE ACCURATE LOCATION OF PROPERTY LINES.

Consult a licensed land surveyor to confirm property lines if you are unable to do so.

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PROVIDE A DRAWING BELOW OR ON THE BACK OF THIS FORM

GIS mapping is available at @ http://portico.mygisonline.com/html5/?viewer=clintonil.bv1-p1 or Google Earth for drawing your new structure. Please provide all setbacks that apply to your variance request on your drawing: Front – Rear – Side – Centerline of road to structure and height.

Disclaimer and Signatures

I certify that all the information and statements contained in any papers or plans submitted here within are true and accurate. I consent to the entry in or upon the premises described in this application by any authorized official of Clinton County for the purpose of inspecting, or of posting, maintaining and resolving such notices as may be required by law and agree to pay all fees associated with the filing, hearing and certificate of zoning compliance.

OWNER (S) (If not the same as above):	DATE:
APPLICANTS SIGNATURE:	DATE:
, , ,	Notary Public Signature
(Notary Seal)	
have appeared before me this day and acknowledged that the state seal this day of,	ments contained therein are true. Given under my hand and
, personally k	nown to be the same person(s) whose name(s) appear below and
I,, a Notary Public, in and for said cou	nty, and state, do hereby certify that
County of Clinton)	
SS	
STATE OF ILLINOIS)	

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SAMPLE OF ADJACENT LANDOWNERS

THE APPLICANT IS RESPONSIBLE FOR THE LIST OF NAMES AND ADDRESSES OF ADJACENT LANDOWNERS

INCLUDING PROPERTIES ACROSS A ROAD MUST ALSO RECEIVE NOTIFICATION

ADJACENT LAND	ADJACENT LAND	ADJACENT LAND
OWNER	OWNER	OWNER
ADJACENT LAND OWNER	LOT OR TRACT IN QUESTION	ADJACENT LAND OWNER
ADJACENT LAND	ADJACENT LAND	ADJACENT LAND
OWNER	OWNER	OWNER

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MUST BE FILED ON OR BEFORE NOON ON DECEMBER 1, 2021	HEARING DATE @ 6:00 P.M JANUARY 5, 2022	COUNTY BOARD MEETING @ 7:00 P.M JANUARY 18, 2022
JANUARY 5, 2022	FEBRUARY 2, 2022	FEBRUARY 22, 2022
FEBRUARY 2, 2022	March 2, 2022	March 21, 2022
March 2, 2022	April 6, 2022	April 18, 2022
April 6, 2022	May 4, 2022	May 16, 2022
May 4, 2022	JUNE 1, 2022	JUNE 20, 2022
June 1, 2022	July 6, 2022	July 19, 2022
July 6, 2022	August 3, 2022	August 15, 2022
August 3, 2022	SEPTEMBER 7 , 2022	SEPTEMBER 19, 2022
SEPTEMBER 7, 2022	OCTOBER 5, 2022	OCTOBER 17, 2022
OCTOBER 5, 2022	November 2, 2022	NOVEMBER 21, 2022
November 2, 2022	DECEMBER 7, 2022	DECEMBER 19, 2022
DECEMBER 7, 2022	JANUARY 4, 2023	JANUARY 17, 2023

RESOLUTION ESTABLISHING ZONING FEES

Whereas Clinton County has in force a County Zoning Ordinance wherein various fees have been established; and whereas said ordinance provides for changes in said fees when appropriated:

Now therefore be it resolved by the Clinton County Board that the following fees are hereby established for Clinton County Zoning:

SPECIAL USE PERMIT	\$125.00 + COST OF CERTIFIED MAIL TO ADJOINING PROPERTY
	OWNERS
ZONING MAP AMENDMENT	\$125.00 + COST OF CERTIFIED MAIL TO ADJOINING PROPERTY
	OWNERS
APPEAL	\$125.00 + COST OF CERTIFIED MAIL TO ADJOINING PROPERTY
	OWNERS
VARIANCE	\$125.00 + COST OF CERTIFIED MAIL TO ADJOINING PROPERTY
	OWNERS

ALL FEES ARE NON-REFUNDABLE
PLEASE MAKE CHECK PAYABLE TO CLINTON COUNTY ZONING