



City of Galva  
 311 N. W. 4th Avenue  
 Galva, IL 61434  
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 www.galvail.gov

# Application For Variance

Page 1 of 3

Date:

Fee Received:

# Plan Copies:


Subject Property Address:

Assessor's Parcel Identification Number (PIN):  Current Zoning:

### Applicant:

Name:

Company Name:

Address:

City/State/Zip:

Phone:

Fax:

E-Mail Address:

### Owner (if not applicant):

Name:

Address:

City/State/Zip:

Phone:

Fax:

E-Mail Address:

### Legal Description of Property

Lot: <input type="text"/>	Tract: <input type="text"/>
Block: <input type="text"/>	Abstract: <input type="text"/>
Addition: <input type="text"/>	Survey: <input type="text"/>

The Zoning Board of Appeals may require a Plat of Survey before proceeding with a public hearing. A Plat of Survey is typically required when property lines are in dispute. If you do not have a Plat of Survey, you will have to engage the services of a licensed surveyor at your expense to survey your property and submit the Plat to the Zoning Board of Appeals before the Board continues with your appeal for a variance.

### Reasons For Variance (answer all that apply)

If additional space is needed to accurately answer any of the following questions, please attach extra pages to the application

Variations to the regulations prescribed by the Zoning Ordinance extend only to fences and walls, site areas, width, frontage, depth, coverage, front yard, rear yard, side yards, height of structures, distance between structures, off-street parking facilities and off-street loading facilities. A variance DOES NOT extend to Use Regulations or Zoning Changes.

Statement of Precise Nature of Variance Requested	<input type="text"/>
Identify any special circumstances or difficulties in carrying out the strict application of the Zoning Ordinance with respect to the subject property	<input type="text"/>

Explain why the variance is necessary due to special conditions relating to the land or structure which are not generally applicable to other property in your neighborhood

Explain why the variance is NOT the result of a situation or conditions that was knowingly or deliberately created by you (the Petitioner)

Explain why the variance will NOT alter the essential character of the neighborhood

Explain why the variance will NOT cause a nuisance to adjacent property

Does the variance represent the minimum deviation necessary from the requirements of the Zoning Ordinance? Explain

**Site Plan Drawing**

You must submit eight (8) copies of a site plan drawing along with your application. The Site Plan must be drawn in a neat and legible fashion on paper that is a minimum of 8 1/2" by 11" to a maximum of 24" by 36" in size. The scale should be large enough to show all details clearly. Your drawing should include the name of the legal owner of the property and the applicant (if not legal owner). Include the date the drawing was completed, north arrow and rough scale. Include the dimensions of the exterior boundaries of the site as well as the name of all adjacent streets. Locate and give dimensions of all existing and proposed structures. Indicate the distance of all buildings to a least two property lines. Show all fences and walls and note the distance to the nearest fire hydrant. If other data is required, you will be contacted by the Building Commissioner or the Chair of the Zoning Board or his agent.

Zoning Board of Appeals Standards & Findings of Fact

In considering all appeals and all proposed variations to the Zoning Ordinance, the Zoning Board of Appeals shall, before recommending that the City Council grant any variation from the Zoning Ordinance in a specific case, first determine and make a finding of fact that the proposed variation will not:

- A. Impair and adequate supply of light and air to adjacent property
- B. Unreasonably increase the congestion in public streets
- C. Increase the danger of fire or endanger public safety
- D. Unreasonably diminish or impair established property values within the surrounding area
- E. Merely serve as a convenience to the applicant (but is necessary to alleviate some demonstrable hardship or difficulty)
- F. In any other respect impair the public health, safety, comfort, moral and welfare of the inhabitants of the City

Effective Period

1. No order for a variance permitting the erection or alteration of a building shall be valid for a period longer than six (6) months unless such use is established within such period; provided, however, that where such use permitted is dependent upon the erection or alteration of a building, such order shall continue in force and effect if a building permit for said erection or alteration is obtained within such period and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

2. No order for a variance permitting a use of a building or premises shall be valid for a period longer than six (6) months, unless such use is established within such period; provided, however, that where such use permitted is dependent upon the erection or alteration of a building, such order shall continue in force and effect if a building permit for said erection or alteration is obtained within such period and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

City Council Action

A. Upon receipt of the report and recommendations from the Zoning Board of Appeals to grant or deny the variation, the Council, without further public hearing, may adopt the proposed variation or may refer it back to the Board for further consideration, and any proposed variation which fails to receive the approval of the Board of Appeals shall not be passed except by a favorable vote of two-thirds (2/3rds) of all the members of the City Council. In making any variation, the Council shall be governed by the same considerations and restrictions as set forth above.

B. No variation in any case shall be made by the City Council without a hearing by the Zoning Board of Appeals as required by Ordinance, nor without a report thereof having been made by the Board to the City Council, and every report shall be accompanied by a finding of fact specifying the reasons for the report.

Fee Required

Single - Family variance requests require a fee of \$60.00 be submitted with your application. All other variances require a fee of \$110.00. This fee is NOT REFUNDABLE.

Certification

***I hereby certify that I am the owner of the property identified in this application, or that I am the authorized agent of the owner identified in this application, and that this application, to the best of my knowledge and belief, is true and correct:***

Signature:

Date:

Office Use Only

Date of Public Notice:

Date of Hearing: