



# City of Monmouth

City Hall  
100 E Broadway  
Monmouth, IL 61462

## Zoning Board of Appeals

### Application for Variance, Special Use, or Other Relief

Name of  
Petitioner

Date:

*Last*

*First*

*M.I.*

Address:

*Street Address*

*Apartment/Unit #*

*City*

*State*

*ZIP Code*

Phone: (     )

Nature of Petitioner's Interest in Property (check one)

- ☐ Owner
- ☐ Lessee
- ☐ Owner's Agent
- ☐ Contract Purchaser
- ☐ Other

Address of location of property affected by this application:

Corner lot? ☐ Yes ☐ No

This Application requests the following relief: (check all applicable)

- ☐ Variance
- ☐ Special Use Permit
- ☐ Parking Regulations
- ☐ Hardship Variance
- ☐ Use Variance
- ☐ Other \_\_\_\_\_

State specifically what relief is requested

Legal description as shown in the Land Title Records in the Office of the Warren County Recorder

(If additional space is required, please attach a separate sheet)

Name (As shown in Land Title Records in the Office of the Warren County Recorder) or owner

\_\_\_\_\_

Owner's address \_\_\_\_\_ Phone \_\_\_\_\_

State type of zoning district of all owners of adjacent properties

___	R-1	___	B-1	___	PS
___	R-2	___	B-2	___	M-1
___	R-3	___	B-3	___	M-2
___	R-4	___	B-4		

List the names and addresses of all owners of adjacent properties

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Complete section 9 only if you are requesting a variance

Explain specifically what you propose to do that requires a variance:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Complete section 10 only if you are requesting a special use permit

Explain how the granting of a Special Use Permit will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Explain how the granting of a Special Use Permit will not be injurious to other property or improvements in such zoning district or in the neighborhood in which the property is located:

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What actions will be taken to insure that the granting of a Special Use Permit will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district?

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Explain how adequate utilities, access roads, surface water drainage and/or necessary facilities are available or will be provided:

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Explain what measures will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets affected by the granting of a Special Use Permit:

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Explain how the granting of a Special Use Permit will not deny an adequate supply of light and air to adjacent property:

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Explain how the proposed use will not increase the danger of fire:

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Attach a Plot Plan or Site Plan to the application which:

- (A) Is drawn to scale, with scale shown in inches on paper no larger than 11 X 17 inch paper unless permission is obtained in advance from the Zoning Administration.
- (B) Has North indicated by an arrow.
- (C) Shows the boundaries of the property affected by this application
- (D) Shows the location and nature of all structures presently located on the property.
- (E) Shows the proposed size, location and arrangement of buildings, parking areas, driveways or uses of the property.
- (F) Show the location of all streets, alleyways and the location, size, and nature of any buildings, parking areas or driveways located within twenty-five (25) feet of the entire tract of property affected by this application.
- (G) The application fee of \$150.00 must be paid at time the application is submitted for processing.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\$150.00 Application fee will not be refunded.

### Structure Information

#### Type of Structure

- ☐ Garage
- ☐ Residence
- ☐ Addition
- ☐ Shed
- ☐ Carport

Height to the peak of the structure: \_\_\_\_\_

Height to the Eaves of the structure: \_\_\_\_\_

One or two story structure: \_\_\_\_\_

Square foot of the structure: \_\_\_\_\_

Type of Siding: \_\_\_\_\_

Proposed use of the structure: \_\_\_\_\_

Zoning of the proposed project: \_\_\_\_\_

Setbacks from the property line start at the edge of the (Eave) roof edge.