



APPLICATION FOR SIGN VARIANCE

This form is to be used for all SIGN VARIANCE applications (except Planned Developments) to be heard by the Village of East Dundee Village Board at a Public Hearing.

Failure to complete this form properly will delay its consideration.

PART I. GENERAL INFORMATION

A. Project Information

1. Project/Owner Name: _____
2. Project Location: _____
3. Brief Project Description:

4. Project Property Legal Description: provide the legal description in a word document.

5. Project Property Size in Acres and Square Feet: _____
6. Current Zoning Status: _____
7. Current Use Status: _____
8. Surrounding Land Use Zoning: _____

9. Zoning District Being Requested (if applicable): _____
10. Parcel Index Numbers of Property: _____

B. Owner Information

1. Signature: _____
2. Name: _____
3. Address: _____
4. Phone Number: _____ Fax: _____ Email: _____

C. Billing Information (Name and address all bills should be sent to)

1. Name/Company: _____
2. Address: _____
3. Phone Number: _____ Fax: _____ Email: _____

FOR A SIGN VARIANCE COMPLETE THE FOLLOWING:

1. From which specific standard of the Village Code is a Variance requested (include Code section number)?

2. For this site, what does the Code require?

3. What is proposed?

4. What unique circumstances have caused the need for a variance?

5. What specific mitigation measures will be used to ensure that the essential character of the area will not be altered? (Suitability of Present Area)

6. Specifically, how do the particular physical surroundings, shape, or topographical condition of the property result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations are carried out?

7. Specifically, what conditions are present on the property that would not be applicable generally to other property within the same zoning classification? (Suitability of Zoning)

8. Other than financial return, what other purposes is the variance request based on?

9. Has the alleged difficulty been created by any person presently having an interest in the property?

10. Please give an explanation for any questions answered YES.

- | | | |
|--|-----|----|
| a. Will the granting of the variation be detrimental to the public welfare? (Circle) | YES | NO |
| b. Injurious to surround properties? (Circle) | YES | NO |
| c. Impair an adequate supply of light and air to adjacent property? (Circle) | YES | NO |
| d. Endanger public health and safety? (Circle) | YES | NO |
| e. Substantially diminish property values within the neighborhood? (Circle) | YES | NO |
| f. Conformance to the Land Use Plan? (Circle) | YES | NO |

THE APPLICANT MUST PROVIDE A MAILING LIST AND ADDRESSED; POSTAGE PAID ENVELOPS FOR ALL PROPERTY OWNERS WITHIN 250 FEET OF THE SUBJECT PROPERTY.

The Dundee Township can provide the list of properties. at info@dundeetownship.org

Application fee.

For business districts (B-1, B-2, B-3, B-4) is \$150.00 plus a \$250.00 deposit to pay for village cost.

For other districts (AG-1, OD, M-1, M-2) is \$200.00 plus a \$1,000.00 deposit to pay for village cost.

**APPLICATION AGREEMENT
TO PAY COSTS INCURRED AND HOLD THE VILLAGE HARMLESS**

The Undersigned applicant acknowledges that the Village of East Dundee may seek advice and counsel from professional sources outside the employee staff of the Village of East Dundee in consideration of the application submitted to the Village of East Dundee by the applicant, including the services as those provided by the Village Staff, Village Attorney, Village Engineer, Planner and Fire Protection District.

The applicant further acknowledges that testimony of all witness at Public Hearings may be recorded before a court reporter and that full transcripts of the proceedings may be prepared and retained by the Village of East Dundee as part of the official record concerning the said applicant and the applicant's costs.

As an express condition in making the said application and the consideration thereof by the Village of East Dundee, the undersigned, both personally and on behalf of the applicant, agrees to hold the Village harmless and agrees to pay forthwith the costs and expenses that may be incurred by the Village of East Dundee for such professional services, including the costs and expenses of recording and transcribing any testimony at Public Hearings in connection with the said application.

The owner hereby authorizes, support and consents to this request for variation, and further authorizes, agrees and consents to allow the temporary installation and display by the Village of East Dundee of Public Notice (signage) upon the subject property.

The applicant, having read this application and fully understanding the purpose thereof, declares that the proceeding statement made are true and that the information provided herein is complete to the best of the applicant's knowledge and belief.

Individually and for the Applicant Date

Address Phone Number



Affidavit of Ownership & Control

I (We), _____ do hereby certify or affirm that I am the owner(s), contract purchasers, or beneficiary(s) of the title holding trust for the aforesaid described property and hereby make application of such.

Signature: _____

Owner: _____

Address: _____

_____, _____

Phone: _____

SUBSCRIBED AND SWORN TO before me this
_____ day of _____, _____.

(NOTARY SIGNATURE)

(NOTARY STAMP)



Affidavit & Disclosure Agreement

To cover the Village expenses relating to applications for Variations:

Applications shall deposit the sum required based on the type and extent of the applicant's project. Any bills received by the village and any costs incurred by the Village related to the project will be billed to the applicant. Upon payment of all bills to the Village the applicant will receive their deposit back.

Signature: _____

Print Name: _____

Project Address: _____