



VILLAGE OF RIVERSIDE, ILLINOIS

APPLICATION FOR ZONING CHANGE/
APPLICATION FOR ZONING VARIATION
(Section 10-2-2)

Application for _____ Zoning Variation _____ Zoning Change (indicate application type)

Name of applicant: _____
please print

Address: _____ Phone (home) _____

City: _____ Phone (work) _____

Subject Property Address: _____
street address of property

Subject Property Zoning: _____
refer to official zoning map

Property Owner(s) Name(s): _____

Property Index Number (Tax PIN): _____

If the applicant is different from the owner, state the interest of the applicant in the aforesated property. Also state when this interest was acquired. (Evidence of title or other interest you have in the subject property, date of acquisition of such interest and the specific nature of such interest must be submitted with application.)

State specifically the nature of the zoning variation/zoning change requested. (e.g. to allow encroachment into the side yard setback, to rezone from R-2 two family to R-4 multi family, amendment of the zoning ordinance as follows - indicate Title, Section etc.)

Please provide any and all information which you wish the Planning & Zoning Commission to consider.

NOTE: Incomplete applications cannot be processed until all applicable materials and fees have been submitted.

I (we) certify that all of the statements and documents submitted as part of this application are true and complete to the best of my (our) knowledge and belief.

I (we) consent to the entry in or upon the premises described in this application by any authorized official of the Village of Riverside.

signature of applicant

date

print applicant name

I have received a copy of Village of Riverside Zoning Ordinance Section 10-2-2 regarding Zoning Applications and Approvals

applicant signature

date

**Planning and Zoning Commission –
FINDINGS OF FACT FOR VARIATION**

Both the Planning and Zoning Commission and the Village Board must decide if the requested variation is in harmony with the general purpose and intent of the Zoning Ordinance and if there is a practical difficulty or hardship in carrying out the strict letter of the regulations of the Zoning Ordinance.

Section 10-2-2-2.E: The Planning and Zoning Commission shall not recommend variations from the provisions of this zoning ordinance unless it shall make findings based upon the evidence presented in each specific case that: **(Please respond to each of these standards in writing below as it relates to your request; additional pages may be used. It is important that you write legibly or type your responses as this application will be included with the staff report for the Planning & Zoning Commission and the Village Board to review.)**

(a) Because of a particular physical or other unusual condition of the specific property involved, a particular hardship or practical difficulty to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out. Such conditions may include, but are not limited to:

- 1. the presence of an existing use or structure, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical condition peculiar to and inherent in the subject property that amounts to more than a mere inconvenience to the owner and that relate to or arises out of the lot and/or the structures thereon rather than the personal situation of the current owner of the lot; or
- 2. situations in which the ordinance prevents the owner from reestablishing, restoring, or maintaining a material feature or significant architectural feature related to the lot or structure, or from maintaining the architectural integrity of the lot or structure.

(b) The purpose of the variation is not based primarily upon a desire to increase financial gain;

(c) The alleged difficulty or hardship has not been created by any person presently having an interest in the property;

(d) The conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning classification;

- (e) 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;

- (f) The granting of the variation will not alter the essential character of the neighborhood; and

- (g) The proposed variation will not impair an adequate supply of light or air to adjacent property or substantially increase the congestion of the public streets, or increase the danger of fire, or impair natural drainage or create drainage problems on adjacent properties, or endanger the public safety, or substantially diminish or impair property values within the neighborhood.

REQUEST FOR ADDITIONAL INFORMATION FOR VARIATION

1. A Cover Letter addressed to the President and Board of Trustees describing the variation request.
2. Legal Description of the property from the survey
3. A Site Plan or Plat of Survey that shows (one full sized copy drawn to scale)
 - Site dimensions and area
 - Lot location
 - Placement and height of the fence on the lot
 - Location of any existing building on the lot
 - Easements
 - Type of construction
 - Front, rear and side yard setbacks
4. Other data that may be necessary for the review of the application for Variation (i.e. Building Elevations, Floor Plans, Fence Detail, etc.)
5. Application Fee: \$500

**Planning and Zoning Commission –
STANDARDS FOR ZONING AMENDMENT**

The Planning and Zoning Commission recommendation and Village Board decision on any Zoning Amendment, whether text or map amendment, is a matter of legislative discretion that is not controlled by any one standard. However, in making their recommendation and decision, the Planning and Zoning Commission and Village Board shall consider the following standards, as set forth in table 1, "Standards For Zoning Amendments" (shown below):

Standards	Map Amendments	Text Amendments
The existing use and zoning of nearby property	X	
The extent to which property values of the subject property are diminished by the existing zoning	X	
The extent to which the proposed amendment promotes the public health, safety, comfort, convenience and general welfare of the village	X	X
The relative gain to the public, as compared to the hardship imposed upon the applicant	X	X
The suitability of the property for the purposes for which it is presently zoned, i.e., the feasibility of developing the property in question for one or more of the uses permitted under the existing zoning classification	X	
The length of time that the property in question has been vacant, as presently zoned, considered in the context of development in the area where the property is located	X	
The evidence, or lack of evidence, of community need for the use proposed by the applicant	X	
The consistency of the proposed amendment with village plans	X	X
The consistency of the proposed amendment with the intent and general regulations of this zoning ordinance		X
Whether the proposed amendment corrects an error or omission, adds clarification to existing requirements, or reflects a change in policy		X
That the proposed amendment will benefit the residents of the village as a whole, and not just the applicant, property owner(s), neighbors of any property under consideration, or other special interest groups, and the extent to which the proposed use would be in the public interest and would not serve solely the interest of the applicant	X	X
Whether the proposed amendment provides a more workable way to achieve the intent and purposes of this zoning ordinance and the village plans		X
The extent to which the proposed amendment creates nonconformities	X	X
The trend of development, if any, in the general area of the property in question	X	
Whether adequate public facilities are available including, but not limited to, schools, parks, police and fire protection, roads, sanitary sewers, storm sewers, and water lines, or are reasonably capable of being provided prior to the development of the uses, which would be permitted on the subject property if the amendment were adopted	X	
The extent to which the proposed amendment is consistent with the overall structure and organization of this zoning ordinance		X

Please respond to each of these standards in writing as it relates to your request; additional pages may be used. It is important that you write legibly or type your responses as this application will be included with the staff report for the Planning & Zoning Commission and the Village Board to review.

REQUEST FOR ADDITIONAL INFORMATION FOR ZONING AMENDMENT

1. A Cover Letter addressed to the President and Board of Trustees describing the request and purpose of the amendment.
2. Legal Description of the property from the survey.
3. A Site Plan or Plat of Survey that shows (one full sized copy drawn to scale):
 - Property dimensions and area
 - All streets and alleys and other properties within 250' of the subject property
4. Other data that may be necessary for the review of the application for Zoning Amendment
 - The existing uses and zoning classifications of properties in the vicinity of the subject property.
 - The trend of development in the vicinity of the subject property, including changes, if any, in such trend since the subject property was placed in its present zoning classification.
5. Application Fee: \$1,000 + Professional Fees

These fees shall be treated as deposits and shall be utilized to cover the direct costs to the Village in processing the application, excluding plan reviews which shall be billed separately. Any additional deposit amount, however, that remains after all the direct costs have been finalized and paid from said zoning fee deposit amount, and the disposition of the zoning request has been finalized, shall be refunded to the applicant.

In addition to the zoning fee/deposit, a plan review fee and professional fees will be imposed, when applicable, to defray the costs of contracting with independent professionals to review zoning applications for compliance with applicable codes and for other work associated with zoning matters. See subsection (1) of this section, and title 1, chapter 21, "Professional Fees", of this code for terms, costs and conditions of such review.