

Permit No. \_\_\_\_\_

# SIGN VARIANCE APPLICATION



Village of North Utica • P.O. Box 188 • Utica, IL 61373  
Phone: (815) 667-4111 • Fax: (815) 667-4679

Applicant Name \_\_\_\_\_ Applicant Phone Number \_\_\_\_\_

Full Mailing Address \_\_\_\_\_

Full Construction Address \_\_\_\_\_

Property Owner Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Full Mailing Address \_\_\_\_\_

Subdivision \_\_\_\_\_ Lot Size \_\_\_\_\_ Parcel # (Tax I.D. #) \_\_\_\_\_

Present use of the property \_\_\_\_\_ Current Zoning Classification \_\_\_\_\_

Specifically state the purpose of the Variance requested and why it should be granted. The hardship should be clearly identified. Use additional sheets of paper if necessary:

### Sign Information:

Type of Sign (refer to sign definitions): \_\_\_\_\_

Height to Top: \_\_\_\_\_ Height to Bottom: \_\_\_\_\_ Gross Surface Area: \_\_\_\_\_

Is Sign Illuminated: \_\_\_\_\_ Distance to nearest property line: \_\_\_\_\_ # of Signs: \_\_\_\_\_

### PERMIT FEES:

- \$350.00 plus Village incurred costs
- **The Village reserves the right to remove a sign which does not comply with the Ordinance.**
- Make checks payable to "Village of North Utica"

**Variance Conditions:**

The Planning Commission must make a finding of facts that all of the following conditions are shown to be present prior to recommending the granting of a Variance:

1. The plight of the owner is due to unique circumstances.
2. A variation, if granted, will not alter the essential character of the locality.
3. The Variance would not grant more relief than necessary to alleviate the alleged hardship.
4. The Variance would not allow the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely the inability of the owner to make more money from the use of the subject lot.
5. The Variance would not increase the danger of fire or floods, endanger the public safety, or increase the need for repairs to roads, utilities, and other public facilities.
6. Result in use of the sign on the subject lot will be in harmony with the general and specific purposes of the North Utica Zoning Ordinance.

**General Requirements:**

1. Submit eleven (11) copies of the sign application form with all its necessary attachments, preferably to scale. On your site plan, please indicate adjacent property owners, including rights-of-way; existing improvements and structures; and streets, railroads, waterways, and other necessary physical features.
2. A Village Floodplain Development Permit must also be obtained if the sign will be in a floodplain.
3. Any photos, conceptual drawings, computer renderings or sketches of the sign and the specific area of the property it will occupy.
4. A statement relating to the result the proposed variance would have on the subject and surrounding properties.
5. The Planning Commission of the Village of North Utica through its Chairperson, shall set a regular date, time, and place for a public hearing on the application and shall inform the applicant of the same. The Chairperson has the option of changing the time and/or date if there is a conflict with other meetings held concurrently at the Village Hall. The applicant shall pay for all associated costs.
6. The application must be made prior to the publication date of the legal notice. The legal notice must be published in a local newspaper at least three (3), but not more than thirty (30), days prior to the Planning Commission meeting. The Commission shall be given fifteen (15) days to review the preliminary plans and shall hold a hearing on the preliminary plans and make their recommendation to the Village Board.
7. Attendance is required at the public hearing. Once your case is opened for discussion, the chairperson will ask you to briefly state the nature of your request. You may have a representative make this statement on your behalf if you wish.
8. The Village Board will consider the Variance following the Planning Commission meeting in which a recommendation was made. The Board will vote to either approve or deny the Variance.
9. Please refer to the North Utica Zoning Ordinance (Chapter 16 - SIGNS) for further regulations.

I hereby declare that the information contained with this application is correct and true to the best of my knowledge. I further declare that the proposed sign complies with all provisions of the Zoning Ordinance of the Village of North Utica, Illinois, and that I will comply with any other provisions in applicable ordinances of the Village of North Utica, Illinois.

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

Date \_\_\_\_\_