



city of **CREVE COEUR**
COMMUNITY DEVELOPMENT DEPARTMENT

300 North New Ballas Road • Creve Coeur, Missouri 63141
(314) 872-2500/872-2501 • Fax (314) 872-2505 • Relay MO 1-800-735-2966
www.creve-coeur.org

BOARD OF ADJUSTMENT APPLICATION
NON-USE VARIANCE

PLEASE COMPLETE FRONT AND BACK PAGES

<i>Applicant:</i>	<i>Applicant's Representative (if applicable):</i>
_____ <i>Name</i>	_____ <i>Name</i>
_____ <i>Company (If Applicable)</i>	_____ <i>Company (If Applicable)</i>
_____ <i>Address</i>	_____ <i>Address</i>
_____ <i>Address</i>	_____ <i>Address</i>
_____ <i>Telephone #</i>	_____ <i>Telephone #</i>
_____ <i>Fax #</i>	_____ <i>Fax #</i>
_____ <i>Email:</i>	_____ <i>Email:</i>

Applicant's Status (Indicate one):

- _____ Property Owner of Record
_____ Private Party (financial, contractual, or proprietary interest; consent of owner of record **must** be attached)
_____ Other Governmental Interest (Jurisdiction: _____)

The undersigned hereby requests to be placed on the Agenda for the Board of Adjustment meeting at 4:00 P.M. on Thursday, _____, 20____.

Applicant's Signature

Applicant's Representative's Signature

Date

Date

INSTRUCTIONS: Complete all of the following sections to the best of your ability. Provide additional materials as needed such as supplemental pages, diagrams, plans, or photographs. Please consult with Planning Division staff (314-872-2501) if you have any questions.

1. I request a variance so that the following may be built or installed on the property (attach building plans, landscape plans, surveys, etc. showing before and after conditions on the property):

2. In support of my request, I offer the following:

- Unique physical characteristics of the property (creek, steep slope, lot shape, etc.):

- Unique non-physical characteristics of the property (location, access, history, etc):

- Any other differences between the Subject Property and other properties in the surrounding area which would warrant different treatment of the Subject Property:

- Current uses and structures on the property:

3. Explain why the zoning laws unfairly burden the property compared to the other properties around it:

4. Do you believe the problems described above hurt the market value of the property compared to similar properties in the area and, if so, what can you offer as evidence that this is true?

5. Assuming the variance is approved, describe the potential effects or impacts on neighboring properties:

6. Assuming the variance is approved, describe any utilities or City and emergency services that will have to be added to or upgraded as a result?

7. Assuming the variance is approved, describe how much additional traffic will be created on the property and in the surrounding area as a result:

8. Assuming the variance is approved, describe any additional street access or parking that will be needed:

9. Zoning district in which the property is located: _____

10. Size of the lot (total square feet or acres): _____

11. Please provide any other information in support of this request (on a separate sheet if needed):

12. Attach the following:

- Two (2) checks, \$50.00 filing fee and \$250.00 deposit, payable to “City of Creve Coeur.”
- Ten (10) sets of scaled, legible plans (folded to a size no larger than 11”x14”) of the improvements requiring a variance.
- Electronic copies of all submitted documents, malware-free on CD, DVD, or USB flash drive.

<i>Office Use Only</i>	
_____ Attachments/Plans	Received By: _____
_____ Fees Paid	_____
_____ Written Justification	Date: _____

Jason Jaggi, AICP, Director of Community Development
Whitney Kelly, AICP, City Planner
Jessica Stutte, Administrative Assistant (872-2501)

Revised: 09/15