CITY OF WEST LIBERTY, IOWA

APPLICATION FOR SPECIAL EXCEPTION TO OR VARIANCE FROM ZONING ORDINANCE REQUIREMENTS

Date _____ Application No. _____

Applicant _____ Phone _____

Address _____

_____

To: Chairman, Board of Adjustment

Application is hereby made to the Board of Adjustment for ☐ special exception to, ☐ variance from the requirements of the zoning ordinance as provided in Section 10-3-3 of said ordinance, to permit:

_____

_____

The property is located: _____

_____

Improvements Proposed: _____

Lot of Tract Area: _____ Estimated Cost: _____

Front Yard: _____ Zoning District: _____

Side Yard: _____ Height: _____

Rear Yard: _____ Off-Street Parking: _____

Signs: _____ Off-Street Loading: _____

Principal Use: _____

Accessory Use: _____

Other information: _____

(Attach supporting data required by Section 10-3-3B and C)

*****Please see reverse side for more information and Fee Cost*****

Signed _____

Applicant

NOTICE TO APPLICANT

Section 10-3-3 of the West Liberty Zoning Ordinance requires the applicant to submit the following information which must accompany this appeal before it can be considered by the Board of Adjustment:

For Special Exception and Variances from the Zoning Ordinance:

1. *A written application indicating the section of the zoning ordinance under which the special exception is sought and stating the grounds on which it is requested.*
2. *The names and addresses of the owners of all property with two hundred (200) feet of the property for which the change is requested.*
3. *A site plan and written explanation of the proposed special use or variance.*
4. *That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.*
5. *That literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance.*
6. *That the special conditions and circumstances do not result from the actions of the applicant.*
7. *That granting the variance requested will not confer on the applicant any special privilege that is denied by this Ordinance to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of land, structures or buildings in other districts shall be considered grounds for the issuance of a variance.*

* *

For use by Administrative Officer:

Application received: _____ *$100 Fee received:* _____

Board of Adjustment Hearing Notice published: _____

Board of Adjustment hearing held: _____

Action: *Special exception granted* ☐ *Denied* ☐ _____
Variance granted ☐ *Denied* ☐ _____

Reason: _____

_____