



CITY OF WENTZVILLE
BOARD OF ADJUSTMENT
VARIANCE APPLICATION

DATE: _____ APPLICATION#: _____

PROJECT ADDRESS: _____

PROJECT LOCATION: _____

SITE DATA INFORMATION

Attach location map
 Attach typed legal description
Area of site: _____ Present Zoning: _____
Adjoining property zoning:
North ____ South ____ East ____ West ____

APPLICANT/OWNER INFORMATION

Applicant: _____

Address/City/State: _____

Email Address: _____

Phone # ___/___/___(Home) ___/___/___(Work) ___/___/___(Fax)

Property Owner: _____

Address/City/State: _____

Email Address: _____

Phone # ___/___/___(Home) ___/___/___(Work) ___/___/___(Fax)

VARIANCE REQUESTED: _____

ZONING ARTICLE: _____

VARIANCE CHECK LIST

_____ Ten folded copies of a plat, survey, sketch, site plan submitted, drawn to scale showing the lot or lots included in the applications, showing all structures and improvements on site, north arrow, scale and date, name and signature of person preparing plat, giving all appropriate dimensions and building setbacks, and any other information necessary for review, prepared by a registered land surveyor or professional engineer.

_____ \$200.00 application fee.

_____ The applicant is required to appear before the Board of Adjustment.

_____ The City shall not accept or process any application that is delinquent on any City and/or County taxes until such time as all delinquent taxes are paid to the appropriate taxing authority, per Ordinance #2445, ***please provide a copy of the paid tax receipt.*** This can be done by calling St. Charles County Collector at 636-949-7470 or emailing them at www.saintcharlescountycollector.org.

A request for a variance may be granted, upon a finding of the Board of Adjustment that all of the following conditions have been met.

1. The variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zone or district; and is not created by an action or actions of the property owner or applicant.
2. The granting of the permit for the variance will not adversely affect the rights of adjacent property owners or residents.
3. The strict application of the provisions of the zoning regulations of which the variance is requested will constitute unnecessary hardship upon the property owner represented in the application.
4. The variance desired will not adversely affect the public health, safety, morals, order, convenience, prosperity or general welfare.
5. The granting of the variance desired will not be opposed to the general spirit and intent of the zoning regulations.

Applicant's Signature

Date

Owner's Signature

Date

Engineer Signature

Date

These are the minimum submittal requirements needed for review.
Failure to provide all information will result in application being returned.

