Fence Variance Application Form

Instructions: Complete all sections of this form and submit it to the Village Office. Incomplete applications will not be processed. A non-refundable fee of $___ must accompany this application.

Applicant Information:

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Property Address (if different): _____

Property Owner Information (if different from applicant):

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Variance Request Details:

1. Description of the proposed fence (height, material, location, etc.):
   _____
   _____
2. Specific section(s) of the Village Code from which you are requesting a variance:
   _____
   _____
3. Reason for the variance request (attach additional pages if needed):
   _____
   _____
4. Describe how the variance will not negatively impact neighboring properties:
   _____
   _____

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207 East Lincoln Street • P.O. Box 716 • St. Joseph, Illinois 61873-0716
Phone (217) 469-7371 • Fax (217) 469-7019

Required Attachments:

- Site plan or drawing showing the location and dimensions of the proposed fence
- Photographs of the property (optional but recommended)
- Proof of property ownership (if applicable)

Applicant Certification:

I/We hereby certify that the information provided in this application is true and correct to the best of my/our knowledge. I/We understand that submission of this application does not guarantee approval and that the Village reserves the right to impose conditions or deny the request.

Signature: _____ Date: _____

Signature (if co-applicant): _____ Date: _____

For Office Use Only:

Date Received: _____

Application Fee Paid: $_____

Received By: _____

Hearing Date (if applicable): _____

Decision: ☐ Approved ☐ Denied

Conditions (if any): _____

Reviewed By: _____

Date: _____