



**PETITION FOR VARIANCE OR RELIEF FROM INTERPRETATION**  
**STATE OF MISSOURI**  
**COUNTY OF ST. CHARLES**  
**CITY OF ST. PETERS**



INSTRUCTIONS TO APPLICANT:

APPLICATION NUMBER: \_\_\_\_\_

**Submit to an Administrative Officer:**

- The petition forms completely filled out, typed or printed.
- The petition fee.
  - A FEE OF \$100.00 IS REQUIRED TO COVER THE COST OF CERTIFIED MAILINGS, PUBLICATIONS AND ANY ADDITIONAL ADMINISTRATIVE EXPENSES ASSOCIATED WITH THIS PETITION.
- A site plan, survey, or plat map exhibit of the property showing and dimensioning the requested variance.
  - THE EXHIBIT MUST BE DRAWN TO SCALE AND INCLUDE A NORTH ARROW.
- A typed legal description of the property being petitioned.

**ACTION REQUESTED:**

- An appeal from interpretation by Administrative Officer of the zoning regulations. *(If this box is checked, answer questions under Section I.)*
- A request to grant a variance. *(If this box is checked, answer questions under Section II.)*

**NAME OF APPLICANT:** \_\_\_\_\_

*IF APPLICANT IS A LIMITED LIABILITY CORPORATION OR INCORPORATION, A COPY OF THE CURRENT OPERATION AGREEMENT OR ARTICLES OF INCORPORATION, WHICHEVER IS APPLICABLE, SHALL BE PROVIDED.*

ADDRESS: \_\_\_\_\_

\_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

\_\_\_\_\_

**NAME OF LEGAL OWNER:** \_\_\_\_\_

*IF OWNER IS A LIMITED LIABILITY CORPORATION OR INCORPORATION, A COPY OF THE CURRENT OPERATION AGREEMENT OR ARTICLES OF INCORPORATION, WHICHEVER IS APPLICABLE, SHALL BE PROVIDED.*

ADDRESS: \_\_\_\_\_

\_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

\_\_\_\_\_

**LOCATION OF PROPERTY:** \_\_\_\_\_

**I. RELIEF FROM INTERPRETATION:**

*Please note that the following questions must be answered completely. If additional space is needed, attach extra pages to the application.*

- A. WHAT ACTION HAS BEEN TAKEN BY THE CITY OFFICIAL FOR WHICH YOU ARE REQUESTING AN INTERPRETATION BE MADE? (PLEASE BE PRECISE AND COMPLETE; INCLUDE THE PAGE NUMBER AND SECTION OF THE ORDINANCE IN DISPUTE.)

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- B. WHAT IS YOUR INTERPRETATION OF WHAT ACTION SHOULD HAVE BEEN TAKEN (OR NOT TAKEN)? (PLEASE BE PRECISE AND COMPLETE.)

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- C. WHAT SPECIFIC SECTION OF THE ZONING ORDINANCE ARE YOU USING AS A BASIS FOR YOUR INTERPRETATION? (PLEASE BE PRECISE; GIVE THE PAGE NUMBER AND SECTION OF THE ORDINANCE IN DISPUTE.)

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**II. VARIANCE:**

REASONS FOR REQUEST FOR VARIANCE:

*Please note that the following questions must be answered completely. If additional space is needed, attach extra pages to the application.*

- A. STATE THE REQUESTED VARIANCE; GIVE DIMENSIONS IF APPLICABLE. (PLEASE BE SPECIFIC.)

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- B. WHAT CHARACTERISTICS OF YOUR PROPERTY PREVENT IT FROM BEING USED FOR ANY OF THE USES PERMITTED IN YOUR ZONING DISTRICT?

- TOO NARROW       ELEVATION       SOIL       SUBSURFACE  
 TOO SMALL       SLOPE       SHAPE       TOO SHALLOW

- OTHER: \_\_\_\_\_  
(PLEASE SPECIFY)

- C. DESCRIBE THE ITEMS CHECKED, GIVING DIMENSIONS WHERE APPROPRIATE.

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D. HOW DO THE ABOVE SITE CONDITIONS PREVENT ANY REASONABLE USE OF YOUR LAND UNDER THE TERMS OF THE ZONING ORDINANCE? (PLEASE BE SPECIFIC.)

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E. TO THE BEST OF YOUR KNOWLEDGE, CAN YOU AFFIRM THAT THE HARDSHIP DESCRIBED ABOVE WAS NOT CREATED BY AN ACTION OF ANYONE HAVING PROPERTY INTERESTS IN THE LAND AFTER THE ZONING ORDINANCE OR APPLICABLE PART THEREOF BECAME LAW?

Yes       No

IF "NO", EXPLAIN WHY THE HARDSHIP SHOULD NOT BE REGARDED AS SELF-IMPOSED (SELF-IMPOSED HARDSHIPS ARE NOT ENTITLED TO A VARIANCE).

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F. ARE THE CONDITIONS ON YOUR PROPERTY THE RESULT OF OTHER CHANGES (SUCH AS THE RELOCATION OF A ROAD OR HIGHWAY)?       YES       NO

IF SO, PLEASE DESCRIBE: \_\_\_\_\_

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G. WHICH OF THE FOLLOWING TYPES OF MODIFICATIONS WILL ALLOW YOU A REASONABLE USE OF YOUR LAND?

- A CHANGE IN SET BACK REQUIREMENTS.  
 FRONT       SIDE       REAR
- A CHANGE IN LOT-COVERAGE REQUIREMENTS.
- A CHANGE IN LANDSCAPE REQUIREMENTS.
- A CHANGE IN BUILDING HEIGHT.
- A CHANGE IN THE NUMBER OF PARKING SPACES PROVIDED.
- A CHANGE IN SIGN DIMENSIONS AND/OR HEIGHT.
- OTHER: \_\_\_\_\_

H. ARE THE CONDITIONS OF HARDSHIP FOR WHICH YOU REQUEST A VARIANCE TRUE ONLY OF YOUR PROPERTY?       YES       NO

IF NOT, HOW MANY OTHER PROPERTITES ARE SIMILARLY AFFECTED? \_\_\_\_\_

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I. WILL THE GRANTING OF A VARIANCE IN THE FORM REQUESTED BE IN HARMONY WITH THE AREA AND NOT CONTRARY TO THE INTENT OF THE ZONING ORDINANCE? PLEASE ELABORATE:

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**SIGNATURE OF APPLICANT (MUST BE NOTARIZED):** \_\_\_\_\_

DATE: \_\_\_\_\_

STATE OF MISSOURI        }  
COUNTY OF ST. CHARLES    }        SS

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared  
          number date                        month                        year

\_\_\_\_\_ To me known, who,  
being by me duly sworn, did say that they have signed the foregoing instrument of their own free will and deed.  
In Testimony Whereof, I have hereunto set my hand and affixed my official seal in the County and State  
aforesaid the day and year first above written.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**SIGNATURE OF LEGAL OWNER (MUST BE NOTARIZED):** \_\_\_\_\_

DATE: \_\_\_\_\_

STATE OF MISSOURI        }  
COUNTY OF ST. CHARLES    }        SS

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared  
          number date                        month                        year

\_\_\_\_\_ To me known, who,  
being by me duly sworn, did say that they have signed the foregoing instrument of their own free will and deed.  
In Testimony Whereof, I have hereunto set my hand and affixed my official seal in the County and State  
aforesaid the day and year first above written.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**TO BE COMPLETED BY ADMINISTRATIVE OFFICE**

DATE FILED: \_\_\_\_\_, \_\_\_\_\_.  
                  month                        day                        year

FEE PAID: \$ \_\_\_\_\_ (\$100.00)



## NON-DISCRIMINATION POLICY

It is the policy of the City of St. Peters to comply with the Fair Housing Act, as amended, 42 U.S.C. §§ 3601 *et seq.*, by ensuring that its zoning and land decisions do not discriminate against persons based on race, color, religion, national origin, disability, familial status or sex. It is also the policy of the City of St. Peters to comply with Title II of the Americans with Disabilities Act, 42 U.S.C. §§ 12131, *et seq.*, and the regulations implementing Title H., 28 C.F.R. Part 35, by ensuring that its zoning and land use decisions do not discriminate against persons based on disability. This policy means that, among other things, the City and all its officials, agents and employees will not discriminate in any aspect of housing based on these protected characteristics, including by:

- (a) making unavailable or denying a dwelling to any person based on a protected characteristic;
- (b) discriminating against any person in the terms, conditions or privileges of a dwelling, or in the provision of services or facilities in connection therewith based on a protected characteristic;
- (c) making, printing, or publishing, or causing to be made, printed, or published any notice, statement, or advertisement, with respect to a dwelling that indicates any preference, limitation, or discrimination based on a protected characteristic;
- (d) representing to persons because of a protected characteristic that any dwelling is not available when such dwelling is in fact so available;
- (e) interfering with any person in the exercise or enjoyment of, or on account of his having exercised or enjoyed, or on account of his having aided or encouraged any other person in the exercise or enjoyment of, any right protected by the Fair Housing Act; or
- (g) discriminating in any aspect of the administration of its zoning, land use, or building ordinances, policies, practices, requirements, or processes relating to the use, construction, or occupancy of dwellings, including but not limited to group homes for persons with disabilities.

Any person who believes that any of the above policies have been violated by the City may contact:

- St. Peters' Compliance Officer, William P. Charnisky, at 636-477-6600 ext. 1202,
- the U.S. Department of Housing and Urban Development at 1-888-799-2085, or
- the U.S. Department of Justice at 1-800-896-7743.