

CITY OF WARRENTON, MISSOURI

APPLICATION FOR SIGN VARIANCE 425.150

Date: _____

APPLICANT INFORMATION

Please Print

Name: _____

Address: _____

Phone: _____

SIGN VARIANCE INFORMATION

1. Company Name: _____
Address: _____

2. Number of Signs: _____

3. Location of Sign(s): _____

4. Type of Sign: _____

5. Dimension of Sign(s):
Height: _____ Width: _____ No. of Sides: _____

6. Material: _____

7. Installer: _____

8. Extreme Height: _____ (including all support structure)

9. Particulars of Variance Requested: _____

10. List of names and addresses of adjacent property owners within 300 feet of property in question. List to be provided by applicant.

This application is required City Sign Regulation Section 425.150 "APPEALS AND VARIANCES".

Attach drawings showing locations, dimensions, etc.

Applicant Signature Date

For Office Use Only: Meeting Date: _____
Z.O.: _____ B.C.: _____ P.W.D.: _____

APPROVED _____ DISAPPROVED _____

PROCESSES for PLANNING and ZONING

SIGN VARIANCE: 425.150

May be submitted by any person aggrieved.

Approval Process: Board of Adjustments.

Submit for review, with completed application and required documentation

PROCESS

1. Pre-filing review of Variance by; Building Commissioner, Zoning Officer, and Public Works Director. Three copies of drawings required. \$125 filing fee and \$300 deposit for publication fee (difference refundable or due).
2. Filing with City Clerk.
Generally required 45 days prior to Planning and Zoning meeting date to meet publishing requirements. Five copies of reviewed drawing required.
3. Staff generates "Public Hearing Notice", and notifies adjacent property owners within 300 feet of property in question. List of adjacent property owners to be provided by applicant.
4. Staff generates "Sign Variance Report" for Board of Adjustments.
5. Board of Adjustment meeting. **First Thursday of each month at 7:00 PM.**
"Public Hearing", "Open Meeting", Board Review of request.
Board of Adjustments Approved/denied.
6. Approved. Signature of Board of Adjustments secretary.

- F. *Non-Issuance of Permits to Persons Owing Costs of Sign Repair or Removal.* The Building Commissioner shall not issue any further sign permits to persons refusing to pay costs assessed under Subsections (B) and (C) hereof, nor to agents or representatives of such persons.

SECTION 425.145: RELOCATION OF SIGNS AFTER CONDEMNATION

Any provision of this Chapter notwithstanding, any person owning a sign that has been taken or caused to be removed by condemnation, or threat of condemnation, by a governmental agency may relocate said sign at the same or greater distance from the right-of-way established after such taking or removal as said sign was located from the right-of-way line prior to such taking or removal. Any such relocation under the provision of this Section must be completed by such person within two (2) years after the property upon which such sign was located became the property of the governmental agency. (Ord. No. 1278 §I, 8-20-02)

SECTION 425.150: APPEALS AND VARIANCES

The Board of Adjustment is authorized to review or modify the Building Commissioner's order or determination with respect to signs covered by this Chapter, and to that end shall, during appeal, have all the Building Commissioner's powers. In addition, the Board may grant variances from this Chapter as provided by this Zoning Code.

1. *Guidelines for overturning or modifying Building Commissioner's decision.* The Board of Adjustment shall, in considering appeals from the Building Commissioner's order or determination, establish that the sign or application in question complies with all the requirements of this Chapter. If it is determined that the Building Commissioner's application for this Chapter to the appellant's sign or request for a permit is erroneous, then the Board of Adjustment may overturn or modify the Building Commissioner's decision.
2. *Grounds for granting variance.* The Board of Adjustment may grant variances from this Chapter where it is found that because of the limitations on character, size or dimensions of a sign, or because of the regulations controlling the erection or installation of a sign, the permittee would be subject to undue hardship. Undue hardship, however, is not a mere loss of a possible advantage or convenience to the applicant.

The Board of Adjustment's decision on an appeal shall be incorporated on the sign permit by reference to the decision number and date of decision.

3. *Procedure for requesting appeals and variances.* An application for a review or a variance shall be accompanied by a fee of seventy-five dollars (\$75.00).
4. *Supporting regulations.* Insofar as they are applicable and consistent, the provisions of Sections 400.330 and 400.340 shall be applicable to appeals taken to the Board of Adjustment for variances from or interpretations of this Chapter.