

Village of Germantown Clinton County, Illinois

APPLICATION FOR SPECIAL USE PERMIT

Special Use Request No: _____

Date: _____

INSTRUCTIONS TO APPLICANTS:

A special-use permit allows developments listed in the Zoning Code which has been designated "special uses". These may be public service uses which, although generally considered desirable or compatible with other uses in the zone district in which they may be permitted, require special review. This review is performed by the Zoning Board of Appeals at a public hearing.

A notice of the hearing must be published in a newspaper of general circulation in the local area not more than thirty (30) nor less than fifteen (15) days before the hearing and the publication cost must be paid by the applicant prior to the hearing. The applicant will be notified by mail of the time and place of the hearing at least ten (10) days prior to the hearing date. The applicant or his duly authorized agent must appear at the hearing and present his case to the Board of Appeals. All persons testifying before the Board will do so under oath, and must state their name and address for the record.

The applicant should be able to show, by a site plan, and documentary evidence, that the proposed development will be in harmony with the general purpose and intent of the Village Zoning Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

All information requested below, a site plan as described on the attached sheet, and a development schedule providing reasonable guarantees for the completion of the construction must be provided before a hearing will be scheduled. Applicants are encouraged to visit the Office of the Zoning Administrator for any assistance needed in completing this application.

1. Name of applicant(s): _____ Phone: _____
Address _____

2. Property interest of applicant:
 Owner Lessee Contract Purchaser Other (specify) _____

3. Name of owner(s)(if other than applicant): _____
Phone: _____ Address: _____

4. Location of property: _____
Address: _____

FOR OFFICE USE ONLY – DO NOT WRITE IN THIS SPACE

Date/Time of Hearing: _____ Date Published: _____

Newspaper Published: _____

Fee Paid (including mailing costs): _____

Zoning District Classification: _____

Recommendation of Board of Appeals: Denied Approved

Approved with Modification: _____

Action by Village Board: Denied Approved

Approved with Modification: _____

Legal description: _____

Permanent Parcel Number: _____

5. Is the proposed improvement located in a flood plain district based on the Flood Hazard Boundary Map? yes no

6. Present use of property:
 Residential Commercial Industrial Other (specify) _____

7. Type of development for which special-use permit is requested:

a. Special use (specify) _____

b. Planned Development

Single-Family Development Multi-family Development Mobile Home Park
 Commercial Development Other (specify) _____

8. Development schedule: A development schedule shall be attached to this application providing reasonable guarantees for the completion of the proposed development.

9. Density (for residential developments only):

_____ Number of structures
_____ Dwelling units per structure
_____ Total number of dwelling units
_____ Estimated number of persons per dwelling unit

10. Adjacent property owners and present use of properties (names and addresses)

NAME ADDRESS PRESENT USE

“I certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate. I consent to the entry in or upon the premises described in this application by any authorized official of this municipality for the purpose of inspecting or of posting, maintaining and removing such notices as may be required by law and agree to pay all fees associated with the filing, hearing and certificate of zoning compliance.”

APPLICANT(S)

DATE

OWNER(S)

DATE

APPLICANT WILL BE RESPONSIBLE FOR THE LIST OF NAMES AND ADDRESS OF ADJACENT LANDOWNERS

ALSO ANYONE ACROSS A ROAD MUST RECEIVE NOTIFICATION

EXAMPLE OF ADJACENT PROPERTY OWNERS

ADJACENT LAND OWNER	ADJACENT LAND OWNER	ADJACENT LAND OWNER
ADJACENT LAND OWNER	<i>LOT OR TRACT IN QUESTION</i>	ADJACENT LAND OWNER
ADJACENT LAND OWNER	ADJACENT LAND OWNER	ADJACENT LAND OWNER

SITE PLAN

A site plan must be attached or drawn below at a scale large enough for clarity showing the following information:

- a. Location and dimensions of: lot(s), buildings, driveways, and off-street parking spaces.
- b. Distance between: buildings and front, side, and rear lot lines; principal building and accessory buildings; principal building and principal buildings on adjacent lots.
- c. Location of: signs, easements underground utilities, septic tanks, tile fields, water wells, etc.
- d. Maximum height of each structure.
- e. Location and number of proposed parking/loading spaces and access ways.
- f. Any additional information as may reasonably be required by the Zoning Administrator and applicable sections of the Village Zoning Code.

SCALE: 1 square = _____

