

# APPLICATION FOR SPECIAL USE PERMIT

VILLAGE OF FAIRMONT CITY ♦ 2601 N. 41<sup>ST</sup> STREET ♦ FAIRMONT CITY, IL 62201 ♦ (618) 874-6100

Application Number: \_\_\_\_\_ Fee: \_\_\_\_\_ Date Fee Paid: \_\_\_\_\_

CREATED 4/03

## IMPORTANT INSTRUCTIONS

The Zoning Code of the Village of Fairmont City divides the community into specific districts in which any specific use of property is either permitted by law, prohibited by law, or allowed only as a Special Use. Those uses allowed only as a Special Use are reviewed on a case-by-case basis so that any potentially negative effect can be identified and addressed. A Special Use Permit, if granted, can include special conditions under which the use must be operated. The procedures to be followed in order to issue a Special Use Permit, are listed in the Zoning Code under Section 40-5-5. The applicant must be prepared to **prove** that the request for a Special Use Permit meets the requirements as outlined in that section.

Upon submission of this application, the Zoning Board of Appeals will schedule a public hearing. You will be notified by Certified mail of the date and time of the hearing. A notice will also be published and copies mailed to affected property owners. You or a representative may be required to testify and present evidence at that hearing. The members of the Zoning Board of Appeals may question you and require other testimony. In addition, any interested party may testify either in favor of or against your request. Upon completion of the hearing, the Zoning Board of Appeals will forward a recommendation to the Village Board, who then consider your request in conjunction with the recommendation and findings of the Zoning Board of Appeals. If the Village Board votes to grant a Special Use Permit, they will pass an ordinance, which will officially enact the Permit.

APPLICANT NAME: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

CHECK IF:  Property Owner  Contract Purchaser  Lessee  Other ( \_\_\_\_\_ )

OWNERS NAME: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS OF PROPERTY: \_\_\_\_\_

PERMANENT TAX NUMBER: \_\_\_\_\_ LOT #: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_

### RESENT USE OF PROPERTY: (CHECK ALL THAT APPLY)

RESIDENTIAL:  Single Family  Duplex  Uniplex  Multi-Family (# of units \_\_\_\_\_)

Manufactured Home  Modular Home

ACCESSORY USES:  Garage  Carport  Swimming Pool  Other ( \_\_\_\_\_ )

BUSINESS USES:  Commercial  Industrial  Home Occupation TYPE: \_\_\_\_\_

VACANT LOT:  OTHER USE: \_\_\_\_\_

### PROPOSED USE OF PROPERTY: (CHECK ALL THAT APPLY)

RESIDENTIAL:  Single Family  Duplex  Uniplex  Multi-Family (# of units \_\_\_\_\_)

Manufactured Home  Modular Home

ACCESSORY USES:  Garage  Carport  Swimming Pool  Other ( \_\_\_\_\_ )

BUSINESS USES:  Commercial  Industrial  Home Occupation TYPE: \_\_\_\_\_

VACANT LOT:  OTHER USE: \_\_\_\_\_

IDENTIFY THE SPECIFIC SPECIAL USE LISTING FOR WHICH A PERMIT IS REQUESTED: \_\_\_\_\_

**COMPLETE ADDITIONAL INFORMATION ON REVERSE SIDE**

# SITE PLAN

Draw a plan of the property to scale, including all of the following: (a larger plan can be substituted)

Check each item once you have included it in your plan.

- The names and locations of all adjoining streets
- The location and dimensions of all lot lines, easements, underground utilities, etc.
- The location and dimensions of all **existing and proposed** buildings, driveways, and parking areas
- The distances between all lot lines and every building or structure, and between buildings
- Indicate the scale of your drawing as 1" = \_\_\_\_\_ ft. and identify North



**YOU MUST ALSO SUBMIT THE FOLLOWING ATTACHMENTS WITH YOUR APPLICATION:**

- \_\_\_\_\_ Detailed drawings or plans for all proposed structures
- \_\_\_\_\_ The legal description for property in question
- \_\_\_\_\_ Any additional documentation which supports your request

BY MY SIGNATURE BELOW, I CERTIFY THAT ALL OF THE ABOVE STATEMENTS AND THE INFORMATION CONTAINED IN ANY DOCUMENT OR PLANS SUBMITTED HERewith, ARE TRUE AND ACCURATE. I HEREBY CONSENT TO THE ENTRY IN OR UPON THE PREMISES DESCRIBED HEREIN, BY ALL AUTHORIZED OFFICIALS OF THE VILLAGE OF FAIRMONT CITY FOR THE PURPOSE OF INVESTIGATING THIS APPLICATION, INSPECTING THE PROPOSED WORK, AND POSTING, MAINTAINING, AND REMOVING ANY NOTICES REQUIRED BY ORDINANCE.

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

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