

REQUEST FOR ZONING AMENDMENT

Zoning Board of Appeals
Shelby County, Illinois

Amendment Request No.
Date:

(DO NOT WRITE IN THIS SPACE - FOR OFFICE USE ONLY)

Date set for hearing:
Notice published on:

Perm. Parcel No.
Fee Paid: \$
Receipt No.:
Date:

Recommendation of Plan Commission
() Denied
() Approved
() Approved with modification

Action by Zoning Board of Appeals
() Denied
() Approved
() Approved with modification

Date:

Date:

Action by County Board:

() Denied
() Approved
() Approved with modification by Board
Ordinance No:

Comments: (Indicate other actions such
continuances):

Instructions to Applicants: To request a change in either the zoning map or
text, this application for a zoning amendment must be completed and a public
hearing held. If the applicant is requesting that his property be rezoned, a
site plan must be included with the application showing the information listed
on the attached sheet. Normally there are only two (2) primary reasons for a
change in zoning: (1) the original zoning was in error; (2) the character of
the area has changed to such an extent as to warrant rezoning. The burden of
providing substantiating evidence rests with the applicant.

A notice of the hearing must be published in a newspaper of general circulation
in the local area at least 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 shall be required
to show proof of notice of the public hearing to certain property owners. The
applicant or his attorney or duly authorized agent must appear at the hearing
and present his case to the Board of Appeals. Prior to the public hearing a
hearing will be held before the Planning Commission. The applicant or his
attorney or duly authorized agent may appear at the hearing and present his
case to the Planning Commission. All information requested below 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(s) of Applicant(s):
Phone: Address:
(Street) (City) (Zip Code)

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

3. Name(s) of Owner(s) (if other than applicant):
Phone: Address:
(Street) (City) (Zip Code)

(Attach additional sheets if necessary)

4. An amendment to the Zoning Code is requested as follows:
A. () **Amendment To Text:** It is requested that Section _____
of the Zoning Code be amended as follows: _____

Reason for amendment: _____

B. () **Amendment to Map:** It is requested that the property
described below and shown on the attached site plan be
rezoned from _____ to _____
Address of property: _____
(Street) (City) (Zip Code)

Legal description of property (lot, block and subdivision
or metes and bounds; attach additional sheets if
necessary): _____

Present use of property: _____

Proposed use of property: _____

Reason for amendment: _____

Flood Plain Yes _____ No _____

5. **Name of Adjacent Property Owners:** Following are the names of owners of
all property adjacent to the subject property, including those directly
across the street or public right-of-way and present use of their
property:

| <u>NAME</u> | <u>ADDRESS</u> | <u>PRESENT USE</u> |
|-------------|----------------|--------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

6. "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 into or upon the premises described in this
application by any authorized official for the purpose of inspecting or
of posting, maintaining and removing such notices as may be required by
law."

DATE: _____, _____

APPLICANT(S): _____

DATE: _____, _____

OWNER(S): _____

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, building, driveways, and off-Street parking spaces.
- B. Distance between: Buildings and front, side and rear lots 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. Any additional information as may reasonably be required by Zoning Administrator and applicable sections of the Zoning Ordinance.

SCALE: 1" = _____