VILLAGE OF LA GRANGE PARK • ADMINISTRATION DEPARTMENT
447 N. CATHERINE AVE, IL 60526 • PHONE (708) 354-0225 • FAX (708) 354-0241

_____ *APPLICATION FEE:* ***$500***
_____ *DEPOSIT:* ***$1,000***

APPLICATION FOR ZONING SPECIAL USE PERMIT

ADDRESS OF SUBJECT PROPERTY:_____

NAME OF APPLICANT(S):_____
INTEREST IN PROPERTY:_____
ADDRESS:_____
CITY, STATE, ZIP:_____
EMAIL:_____PHONE:_____FAX:_____

NAME OF PROPERTY OWNER/TRUSTEE(S):_____
ADDRESS:_____
CITY, STATE, ZIP:_____
EMAIL:_____PHONE:_____FAX:_____

NAME OF ATTORNEY (IF APPLICABLE):_____
ADDRESS:_____
CITY, STATE, ZIP:_____
EMAIL:_____PHONE:_____FAX:_____

NAME OF ENGINEER (IF APPLICABLE):_____
ADDRESS:_____
CITY, STATE, ZIP:_____
EMAIL:_____PHONE:_____FAX:_____

NAME OF ARCHITECT (IF APPLICABLE):_____
ADDRESS:_____
CITY, STATE, ZIP:_____
EMAIL:_____PHONE:_____FAX:_____

VILLAGE PERSONNEL: Provide the following information for any officer or employee of the Village with an interest in the Owner, Applicant, Consultant or the Subject Property and the nature and extent of that interest.

NAME:_____
ADDRESS:_____
CITY, STATE, ZIP:_____
EMAIL:_____PHONE:_____FAX:_____

NATURE/EXTENT OF INTEREST:_____
_____
_____
_____

_____ *APPLICATION FEE:* ***$500***
_____ *DEPOSIT:* ***$1,000***

PERMANENT INDEX NUMBER OF SUBJECT PROPERTY (TAX ID NO.):_____

CURRENT ZONING CLASSIFICATION:_____

ADJACENT ZONING CLASSIFICATION:

NORTH: _____ SOUTH: _____
EAST: _____ WEST: _____

ZONING STANDARDS/STATEMENT OF COMPLIANCE:

REQUIREMENT	CODE SECTION	CODE REGULATION	PROPOSED
MIN. LOT AREA			
MIN. LOT WIDTH			
MIN. LOT DEPTH			
MIN. FRONT SETBACK			
MIN. INTERIOR SIDE SETBACK			
MIN. CORNER SIDE SETBACK			
MIN. REAR YARD SETBACK			
BUILDING COVERAGE			
IMPERVIOUS SURFACE COVERAGE			
BUILDING HEIGHT			
BUILDING HEIGHT SETBACK PLANE			
LOADING*			
PARKING*			

**If there are parking or loading requirements for the Subject Property, please provide detailed calculation of both the required and proposed number of spaces.*

REQUIRED DOCUMENTATION: All required documents must be submitted in hard copy (2 copies) and in digital form (1 copy).

- ☐ STATEMENT OF AGREEMENT TO REIMBURSE COSTS (separate document)
- ☐ PROOF OF OWNERSHIP (current title policy report or deed and current title search)
- ☐ LEGAL DESCRIPTION
- ☐ PLAT OF SURVEY (certified by registered land surveyor)
- ☐ NEIGHBORING OWNERS/AFFIDAVIT OF MAILING* (see page 3)

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* The Applicant must notify the occupants/tax assessees (as shown on the records of the Proviso Township Assessor) of all properties located within 250 feet of the boundary lines of the Subject Property, excluding public rights-of-way (*see* §3.3 of Zoning Code) of the date, time, place and purpose of the hearing on the Special Use Permit. The Village will prepare a legal Notice of Hearing. Applicant must mail the Notice not less than 15 nor more than 30 days prior to the scheduled hearing date to all occupants/tax assessees. The applicant/agent must then fill out, sign, and notarize the Affidavit of Mailing form, returning that form and the list of all persons, addresses and PIN numbers to which Notice was sent, to the Village.

SUMMARY OF PROPOSED SPECIAL USE: (Attach additional pages if necessary)

_____
_____
_____
_____
_____
_____

ORDINANCE PROVISION: The specific provisions of the Zoning Code classifying the proposed use as a Special Use:

_____

APPROVAL STANDARDS FOR A SPECIAL USE PERMIT: No Special Use Permit shall be granted unless the Zoning Board of Appeals and the Village Board of Trustees make specific written findings based upon the standards noted below. Please provide the specific facts you believe support each of the required special use standards (you may attach additional pages if necessary).

a. ***The establishment, maintenance and operation of the special use in the specific location proposed will not endanger the public health, safety or general welfare of any portion of the community.***

_____
_____
_____
_____
_____

b. ***The proposed special use is compatible with adjacent properties and/or other properties within the immediate vicinity of the special use.***

_____
_____
_____
_____
_____

c. ***The special use in the specific location proposed is consistent with the spirit and intent of the Zoning Code and Comprehensive Plan.***

_____
_____
_____

OWNER/APPLICANT REPRESENTATIONS:

The Owner states that he and/or she consent to the filing of this application and that all information contained herein is true and correct to the best of his and/or her knowledge.

Name of Owner (print):_____ **Date**:_____

Signature of Owner: _____ **Date**:_____

The applicant certifies that all of the information contained in this application is correct to the best of applicant's knowledge. The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application.

Name of Applicant (print)**:**_____**Date:**_____

Signature of Applicant:_____**Date:**_____

REVOCATION OF SPECIAL USE PERMIT

A special use permit may be revoked by the Village Board after a finding of the existence of any one of the following conditions or occurrence of any of the following events: 1) the operation of the special use ceases for a continuous period of 180 days; 2) the licenses or permits required for the operation or maintenance of the special use are not obtained or are subsequently terminated; 3) any of the provisions of the Zoning Code or the terms and conditions of the ordinance approving the special use are violated; 4) a building permit for the construction of the structure(s) for which the special use permit was granted is not issued (through no fault of the Village) within 1 year of the date on which the Village Board granted the special use permit; or 5) construction of the structure(s) for which the special use permit was granted is not completed within 2 years of the date on which the Village Board granted the special use permit.

CONDITIONS AND RESTRICTIONS ON SPECIAL USES

The Zoning Board of Appeals may recommend, and the Village Board may impose, such conditions and restrictions upon a special use permit as may be necessary or appropriate to protect the public interest, adjacent properties and property values. Failure to maintain such conditions and restrictions shall constitute grounds for revocation of the special use permit. The special use permit granted, as well as any conditions or restrictions imposed in connection with the special use shall be set forth in the ordinance approving the special use permit.

SIGN REQUIREMENTS FOR ALL PUBLIC HEARINGS

Under Section 3.3C of the Zoning Code, a sign provided by the Village of La Grange Park must be posted in front of the property at least 15 days, but not more than 30 days prior to the scheduled hearing. The Applicant must maintain the sign during the required time period.

APPLICATION FEE

An application fee of $500.00, payable to the Village of La Grange Park, must accompany this Application.

REIMBURSEMENT OF FEES REQUIRED DEPOSIT AMOUNT

A deposit in the amount of $1,000.00, payable to the Village of La Grange Park, must accompany this Application and the executed Reimbursement of Fees Agreement.