



**APPLICATION FOR ZONING AMENDMENT,  
SPECIAL USE PERMIT, OR VARIATION**

**ALL FEES ARE NON-REFUNDABLE**

This application will not be accepted unless all required information is completed. Residents applying for a Zoning Amendment, Special Use Permit, or Variation are required to fill out this form completely.

This application is for:         **Zoning Amendment**             **Special Use Permit**             **Variation**

**Property Information**

Location of property: \_\_\_\_\_

Property Tax Identification Number(s): \_\_\_\_\_

Current use of property: \_\_\_\_\_

Current zoning of property: \_\_\_\_\_

Current zoning of surrounding properties:

North: \_\_\_\_\_ South: \_\_\_\_\_

East: \_\_\_\_\_ West: \_\_\_\_\_

Proposed use of property: \_\_\_\_\_

Proposed zoning of property: \_\_\_\_\_

**Applicant's Information**

Applicant's name: \_\_\_\_\_

Applicant's address: \_\_\_\_\_

Applicant's telephone number: \_\_\_\_\_

Applicant's email address: \_\_\_\_\_

Relationship to the property owner: \_\_\_\_\_

**Property Owner's Information** *(if different than the Applicant)*             Same as above

Property owner's name: \_\_\_\_\_

Property owner's address: \_\_\_\_\_

Property owner's telephone number: \_\_\_\_\_

Property owner's email address: \_\_\_\_\_

**Contractor's Information** (if applicable)      \_\_\_ Not Applicable

Contractor's name: \_\_\_\_\_

Contractor's address: \_\_\_\_\_

Contractor's telephone number: \_\_\_\_\_

Contractor's email address: \_\_\_\_\_

From what section(s) of the Zoning Ordinance for the City of West Peoria, Illinois, as amended to date, is a zoning amendment, special use permit or variation sought:

\_\_\_\_\_

Reason for requesting this zoning amendment, special use permit, or variation at this location:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This proposed zoning amendment; special use permit or variation will not adversely affect the surrounding area because:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Legal Description of the property:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please submit the following items with the application:**

- The legal description, with metes and bounds of the property
- Site Plan for the property (*as outlined on the next page*)
- The appropriate application fee
- Consent from adjacent properties (*optional but recommended*)

**Site Plan Requirements:**

Site plans must have a maximum size, folded or unfolded, of 8 ½ X 11 and must show the following:

- Dimensions of property
- Location and dimensions of all buildings, including accessory structures such as detached garages and storage sheds and attachments such as porches, decks and patios with pertinent setback lines.
- Traffic circulation pattern (arrows illustrating the direction of traffic flow)
- Points of ingress and egress for the proposed development
- Estimated traffic generation of the proposed development
- Parking plan illustrating internal circulation for the proposed development including:
  - o Number and location of required and provided parking spaces, including handicapped parking spaces
  - o Parking spaces and aisles with dimensions indicated
  - o Loading areas
- Sign plan for all activity
- Landscaping, screening, and buffering plans illustrating specific treatment for screening adjacent residential areas from undesirable impacts for the activity on the proposed site, including:
  - o Location and screening for exterior mechanical equipment
  - o Locations and dimensions of yards and transitional buffer yards
- Exterior lighting plan illustrating the location of all illuminating fixtures
- Distance from property lines to existing and proposed structures. For accessory structures include the distance from the accessory structure and any other structure.
- Proposed water and sewer supply systems
- Easements – location, width, and purpose
- North arrow

I, the undersigned, hereby request that the City Council of the City of West Peoria grant a zoning amendment, special use permit, or variation as provided by the Zoning Ordinance for the City of West Peoria, Illinois, as amended to date.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE NOTE THAT THIS APPLICATION WILL NOT BE ACCEPTED UNLESS ALL REQUIRED INFORMATION IS COMPLETED. FAILURE TO FILL THIS APPLICATION OUT COMPLETELY WILL DELAY THE REVIEW PROCESS.**

For Office Use Only – Do Not Write Below This Line

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Received by: \_\_\_\_\_ Date received: \_\_\_\_\_

Fee collected: \_\_\_\_\_ Cash: \_\_\_\_\_ Check: \_\_\_\_\_ Credit: \_\_\_\_\_

**CONSENTS FOR ZONING AMENDMENT, SPECIAL USE PERMIT, OR VARIATION**  
*(optional and each signature must be notarized)*

We, the undersigned, being owners of property adjacent to the property under consideration for a zoning amendment, special use permit, or variation have no objection to the amendment, permit, or variation being requested.

ADJACENT PROPERTY OWNER(S)

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

State of Illinois

County of \_\_\_\_\_

I, \_\_\_\_\_ attest that the above signatures, names, and addresses are true and correct and represent the owners of property adjacent to the subject property as defined by the Zoning Ordinance for the City of West Peoria, Illinois, as amended to date.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Notary public

**Please copy this page if more signatures are needed. Each signature must be notarized.**