

PETITION FOR HEARING BEFORE ZONING BOARD OF APPEALS
VARIANCE, MAP AMENDMENT, OR SPECIAL USE PERMIT

INSTRUCTIONS:

Illinois Statute requires there be a public hearing before the Village can act on a requested zoning change. Such public hearings are conducted by the Zoning Board of Appeals. A public notice of hearing must be published and posted at least 15 days in advance of the hearing. After the hearing, the Zoning Board of Appeals will present its minutes and recommendations to the Village Board for final decision as to your requested relief.

To start this process, you must: A) complete an "APPLICATION FOR VARIANCE, MAP AMENDMENT, OR SPECIAL USE PERMIT". Answer the information requested on this form (use additional sheets of paper if needed to complete answers; B) file the documents with the Village of Sheridan and pay the \$375.00 preliminary application fee. You may mail the documents to the Village Hall at PO Box 580, Sheridan, IL 60551. The Zoning Board of Appeals will provide you notice of the hearing date and assure that a proper notice of hearing is published in the newspaper. You will later be billed for the publication costs and may be billed fees beyond the preliminary \$375.00 fee if the Village incurs greater expenses. Once you receive notice of the hearing date, you must post signage as follows:

- It will be the responsibility of the applicant to ensure that the sign(s) is placed and maintained as required. Failure to properly post signs shall be grounds for delay or denial of the petition.
- A sign shall be posted for every 500 linear feet of road frontage with a minimum of one sign on each street abutting the property. The sign or signs shall be in place no less than 15 days before the hearing.
- The sign shall be at least two (2) feet in height and four (4) feet in length.
- The sign shall be posted so that it is clearly readable.
- The sign shall contain the following information:
 1. Requested action.
 2. Date, time & place of public hearing
 3. Reference the Village Hall for further information
- Petitioner shall remove signs following final action of the Village Board.

At the conclusion of the zoning board of appeals hearing, you will be told when the recommendations and findings of the Zoning Board of Appeals will be presented to the Village Board should you wish to be present when the Village Board considers your application.

You should appear at the Zoning Board of Appeals hearing. Bring with you any witnesses or exhibits you want considered. To help assure that your hearing does not get continued, it is a good idea to attach a copy of any exhibits or supporting documents to your application. You may, but are not required, to be accompanied by an attorney.

APPLICATION FOR: (circle type of relief requested and give a brief description and nature of the request.

VARIANCE, MAP AMENDMENT, OR SPECIAL USE PERMIT

1. Identify the legal owner(s) and legal description of the property in question:

NAME	MAILING ADDRESS	TELEPHONE
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LEGAL DESCRIPTION (WRITE OUT BELOW OR PROVIDE COPY OF DEED ETC.)

2. What is the identification number(s) for your property as listed on the most current property tax bill:

3. Identify the owners of all adjoining property.

NAME	MAILING ADDRESS	TELEPHONE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. If any of the properties surrounding yours are leased, identify the tenants in possession of the property.

OWNER NAME	TENANT NAME	TENANT MAILING ADDRESS	TELEPHONE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5. What are the current uses of the property? If the property is vacant, explain why?

6. Explain why the property in question cannot yield a reasonable return and/or is not suitable as currently zoned.

7. What, if any, unique circumstances exist as to the property which justify a zoning change.

8. What are the uses of nearby property?

9. If the relief requested were granted, how could the zoning change impact on the essential character of the locality.

10. How could the zoning relief requested affect the property values of surrounding property owners?

11. Explain how, if at all, obtaining the zoning relief requested will cause changes to be made for utilities, drainage, roads access etc.

12. How would the zoning relief requested affect the health, safety, morals and general welfare of surrounding property owners and the Village of Sheridan?

13. What conditions or restrictions could be made a part of the zoning change to help assure that the zoning change will not harm the character of the locality or disturb adjoining property owners or tenants.

14. Describe the community need for the use you desire for the property?

I/We certify that the information provided above is true and correct to the best of my/our knowledge, information and belief.

Subscribed and sworn to before me
this date of _____

Notary Public

ZONING FEE AND EXPENSE AGREEMENT

The undersigned applicant acknowledges that the fee schedule for the Zoning Ordinance for the Village of Sheridan requires the applicant to pay fees and expenses incurred by the Village in processing applicant's zoning application. Said fee schedule identifies the contemplated expenses associated with various zoning requests. Additional fees will be incurred in the event of continued hearings or when unusual events occur such as when matters require additional attorney or engineering time.

An estimated payment toward fees and expenses is expected to be paid at the time of the zoning application. Payment of any further fees must be paid at the time of the final Village of Sheridan review.

Agreed to this _____

Zoning Applicant

Address _____

Telephone, FAX, E-mail _____

Applicant's attorney, engineer, or other agent, if any:
