

VILLAGE OF FRANKLIN PARK

9500 Belmont Avenue

Franklin Park, Illinois 60131

Zoning: PHONE (847) 671-8792, FAX (847) 671-6015

APPLICANT REQUIREMENTS PETITION FOR AMENDMENT

I. Application

- a. Present zoning and proposed amendment.
- b. Current plat of survey, and appropriate legal description. Fifteen (15) copies required.
- c. Site Plan should be presented if necessary to show: (15 copies)
 - (1) Subject property.
 - (2) Present zoning and zoning of adjacent properties.
 - (3) Proposed Amendment.
 - (4) Existing structures; specific locations.
 - (5) Proposed structures, including: setbacks, heights, materials, spacing between structures.
 - (6) Proposed off street parking.
 - (7) Existing and proposed signs, lighting.
 - (8) Proposed utilities (water-sewers), public, private, location.
- d. Ownership in fee, including full disclosure of beneficial interest in land trust—and / or letter of authorization to present fee owner in the application.
- e. Reply to Standards of Amendment (Sheet Attached)
- f. Petition- standard application form to be completed and returned to the Zoning Department. (Secretary of the Zoning Appeals)
- g. Application to be notarized.
- h. Payment of the appropriate fee (based on approved fee schedule) when application is filed.
- i. Letters of notification to the adjoining property owners. ("Dear Neighbors" letter)
- j. Addresses of adjacent property owners (within 250 feet of subject property). This item can be acquired from Leyden Township located at 2501 Mannheim Road.

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II. Public Hearing – Presentation

Meetings are held on the 1st Wednesday of the month at 9451 W Belmont in the Community Room at 7:00 p.m.

- a. Petitioner, his attorney or agent must attend the public hearing and present testimony.
- b. All witnesses giving testimony relative to facts in the case being heard shall be asked to sign in and will be sworn in.
- c. All petitioner's exhibits will be marked and retained by the Planning/Zoning Board of Appeals.
- d. All questions arising from the general public shall be directed to the Hearing Chairman.

III. Recommendations

Recommendations may be made at this or the next regular meeting of the Planning/Zoning Boards of Appeals.

IV. Decisions

Assuming no problems, all matters are referred to the Village Board for final action as expeditiously as possible after the Planning/Zoning Board of Appeals makes the recommendation.

NOTE: Allow approximately 90 (ninety) days from date of filing complete application and payment for hearing to completion of process in the form of signed ordinance.

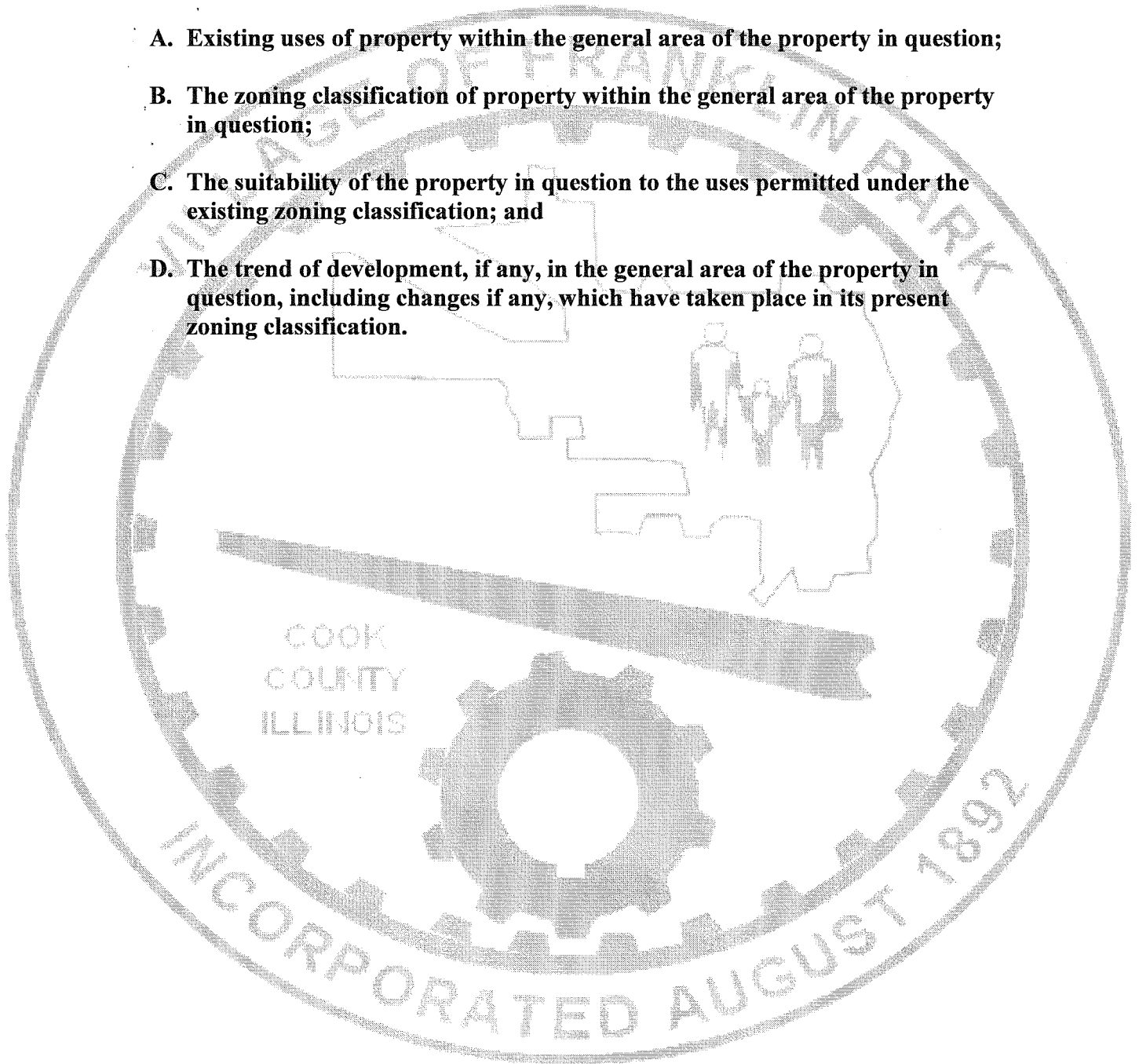
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STANDARDS FOR AMENDMENT AS ESTABLISHED BY ORDINANCE

You are responsible for addressing each of the following standards in the course of the hearing.

- A. Existing uses of property within the general area of the property in question;
- B. The zoning classification of property within the general area of the property in question;
- C. The suitability of the property in question to the uses permitted under the existing zoning classification; and
- D. The trend of development, if any, in the general area of the property in question, including changes if any, which have taken place in its present zoning classification.



VILLAGE OF FRANKLIN PARK APPLICATION FOR ZONING RELIEF

DATE OF HEARING _____

HEARING NUMBER _____

TO THE FRANKLIN PARK ZONING BOARD OF APPEALS
9500 WEST BELMONT AVENUE
FRANKLIN PARK, ILLINOIS 60131

APPLICATION IS HEREBY MADE FOR: (Please cite specific sections of the Zoning Ordinance. Use additional sheets if necessary.)

ON PROPERTY HEREINAFTER LEGALLY DESCRIBED:

(PLEASE ATTACH LEGAL DESCRIPTION)

P.I.N # 12- - - -0000

and commonly known by the street address of:

BY:

Owner/Agent _____

Applicant _____

Property Owner or Person Having Possessory Interest _____

Address _____

Address _____

City/State/Zip _____

City/State/Zip _____

Telephone _____

Telephone _____

Email _____

I, _____, do hereby certify or affirm that the owner/person(s) holds possessory interest in the above describe property make application as such.

SIGNATURE

SUBSCRIBED AND SWORN TO ME ON THIS _____ DAY OF _____ 20_____.

NOTARY PUBLIC