

For Office Use Only

Date Received : _____
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Meeting Date: _____

Petition to Appear Before the Planning & Zoning Commission

PETITION MUST BE LEGIBLE AND COMPLETE AND ALL FEES MUST BE PAID IN FULL PRIOR TO THE SCHEDULED MEETING DATE.

The Sycamore Planning and Zoning Commission meets on the second Monday of each month, as needed. To be placed on the agenda, this petition and all required documents must be submitted to the Director of Community Development 30 days prior to the meeting date.

Petitioner / Company Name: _____

Subject Property Address: _____

Property Identification Number: _____

1. Reason for Petition (Check one)

- | | |
|---|--|
| ☐ Workshop Session | ☐ Variance (If checked, complete #3 on page 2.) |
| ☐ Concept Plan | ☐ Unified Development Ordinance (UDO)-Amendment |
| ☐ Preliminary Plat of Subdivision | ☐ Special Use Permit |
| ☐ Final Plat of Subdivision | ☐ Zoning Map Amendment (Rezone) |
| ☐ Plat of Resubdivision | ☐ Annexation |
| ☐ Planned Unit Development (PUD)-New | ☐ Easement Vacation / Dedication |
| ☐ Planned Unit Development (PUD)-Amendment | ☐ Other: _____ |

2. Explanation for Appearance

**3. Variance Standards: A variance will be recommended only if each of the following facts are established.
*Only complete A, B & C below if petitioning for a VARIANCE.**

- A. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by regulations governing the district in which it is located. Explain: (Attach separate sheet if necessary)

- B. The plight of the owner is due to unique circumstances. Explain: (Attach separate sheet if necessary)

- C. That the variance, if granted, will not alter the essential character of the locality. Explain: (Attach separate sheet if necessary)

4. Petitioner & Property Owner Information & Signature.

PETITIONER

Company: _____ Name: _____

Address: _____ Cell Phone: _____

E-Mail: _____

Date: _____

Petitioner Signature: _____

PROPERTY OWNER

☐ Check if same as Petitioner.

If the subject property is not owned by the Petitioner, complete the Property Owner information below. A letter from the Property Owner authorizing the Petitioner to appear before the Planning and Zoning Commission must also be submitted with this petition.

Company: _____ Name: _____

Address: _____ Cell Phone: _____

E-Mail: _____