



Worth Illinois

The Friendly Village

Application for Zoning Approval

Application needs to be turned in by:_____

REDB Meeting Date_____

Applicant Signature_____

Meetings held in our village hall
meeting room at 7:00pm

Cc: File

Updated June 17, 2025

APPLICATION FOR DEVELOPMENT APPROVAL

This Application is used to request zoning approval from the Village when consideration by the Village of Worth Real Estate Development Board or Village Board is required. This application packet is available on the Village's website at www.villageofworth.com. Questions may be directed to Village Hall at (708) 448-1181.

DEVELOPMENT REVIEW PROCESS

1. Prior to submittal of an Application for Zoning Approval, please contact Village Hall at (708) 448-1181 to determine whether a pre-application submittal meeting is required. Please also review Worth's Zoning Code, available at www.villageofworth.com, to understand the Village's various development regulations.
2. Submit a completed Application including all materials and fees required by this Application and the Code of Ordinances of the Village of Worth. ***Submittals will not be accepted and/or processed until all of the submittal requirements are met.*** The following information must be included with your completed application:
 - Plat of survey (10 copies)
 - Project site plan (10 copies)
 - Legal description for Subject Property (10 copies)
 - Application fee (see Exhibit 7)
 - Consulting fee deposit (\$2,500 per application, unless modified by the Village Clerk)
 - Other information determined to be necessary and relevant by the Village
3. Once a complete Application is submitted, the Village will forward it to all Village departments for review and comment. The Village will send its review comments to the Primary Contact Person identified in the Application for Zoning Approval (see Application Section III). Comments may necessitate revisions to plans or the application prior to scheduling the project for a hearing or meeting with the Real Estate Development Board or Village Board.
4. Depending on the type of approval sought, the applicant may have to notify the public before meeting with the Real Estate Development Board or Village Board. Village staff will inform the applicant of applicable notice requirements after reviewing the completed Application.
5. Following a public hearing and recommendation by the Real Estate Development Board, or as otherwise necessary, the project will be scheduled for Village Board consideration. Projects will not be included on a Village Board agenda until Village staff has determined that all plans are in technical compliance with all Village codes, rules, and policies, as amended.



DOCKET # **VILLAGE OF WORTH**
APPLICATION FOR ZONING APPROVAL

DEVELOPMENT NAME _____

ADDRESS OF SUBJECT PROPERTY _____

PARCEL IDENTIFICATION NUMBER (P.I.N.) _____ - _____ - _____ - _____ - _____

I. APPLICANT

NAME		
ADDRESS		
CITY	STATE	ZIP
PHONE	EMAIL ADDRESS	

II. PROPERTY OWNER

NAME		
☐ SAME AS APPLICANT		
ADDRESS		
CITY	STATE	ZIP
PHONE	EMAIL ADDRESS	

III. PRIMARY CONTACT

NAME	
☐ SAME AS APPLICANT	
RELATIONSHIP TO APPLICANT	
PHONE	EMAIL ADDRESS

IV. OTHER STAFF

1. NAME	
RELATIONSHIP TO APPLICANT	
PHONE	EMAIL ADDRESS
2. NAME	
RELATIONSHIP TO APPLICANT	
PHONE	EMAIL ADDRESS

V.	
☐ Special Use (Granting or Amending) (Complete Exhibit 1)	☐ Zoning Variance (Complete Exhibit 2)
☐ Rezoning / Map Amendment (Complete Exhibit 3)	☐ Text Amendment (Complete Exhibit 4)
☐ Planned Unit Development (Complete Exhibits 1 and 5)	☐ Zoning Appeal / 5-4-6 Determination (Complete Exhibit 6)
☐ Subdivision	☐ Other (Specify)

DIMENSIONS OF PROPERTY _____	TOTAL ACREAGE _____
DESCRIPTION OF PROPOSAL / USE (USE A SEPARATE SHEET IF NECESSARY)	

APPLICANT'S SIGNATURE

I, _____ [Applicant's Printed Name and Title],
being duly sworn, declare that: a) I am duly authorized to make this Application for Zoning Approval ("Application") on behalf of the Applicant; b) I have reviewed and understand this Application and the Village of Worth Municipal Code, available at www.villageofworth.com; c) all information submitted with this Application is, to the best of my knowledge, true and accurate; and d) I have reviewed Village of Worth Municipal Code Section 5-2-6 and understand and agree that I am responsible for paying the Village's costs incurred processing this Application, I understand and agree that prior to the Village processing my application, I shall pay the amount invoiced by the Village to cover the Village's estimated cost of processing the Application ("Invoiced Amount"), I understand and agree that I shall reimburse the Village for actual costs incurred by the Village if such costs exceed the Invoiced Amount, I understand and agree that I shall pay, upon the Village's request, any supplemental invoice provided by the Village and intended to cover the Village's costs in processing this Application, and I understand and agree that failure to provide timely payment shall provide the Village grounds to cease processing the Application, in addition to all other remedies available to the Village at law or in equity.

(Signature of Applicant or authorized agent) (Date)

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____

(SEAL)

(Notary Public)

OWNER'S AUTHORIZATION LETTER

I/we hereby certify that I/we am/are the owner(s) of the above described Subject Property. I/we am/are respectfully requesting processing and approval of the request(s) referenced in this Application. I/we hereby authorize the Applicant listed on this Application to act on my/our behalf during the processing and presentation of this request(s). I/we understand that we are jointly and severally liable for any fees and costs incurred by the Village while processing this Application (see Worth Municipal Code § 5-2-6(K)).

(Signature of 1st Owner or authorized agent)

(Date)

(Signature of 2nd Owner or authorized agent)

(Date)

1st Owner's Printed Name and Title

2nd Owner Printed Name and Title

****Please include additional pages if the Subject Property has more than two owners****

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____

(SEAL)

(Notary Public)

REQUIRED EXHIBITS

On separate sheets of paper, please provide written responses to the exhibits corresponding to your proposed development (see Section V, Proposed Development for required exhibit submittals).

EXHIBIT 1: Special Use Standards

Every applicant seeking special use approval shall address the following standards in writing:

- a. Whether the establishment, maintenance, and operation of the special use will be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.
- b. Whether the special use will be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, or substantially diminish and impair property values within the neighborhood.
- c. Whether the establishment of the special use will impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
- d. Whether adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided.
- e. Whether adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- f. Whether the special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the president and Village Board pursuant to the recommendations of the real estate development board, or as allowed for planned developments.

EXHIBIT 2: Zoning Variance Standards

Every applicant seeking zoning variance approval shall address the following standards in writing:

- a. Whether the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located;
- b. Whether the variation, if granted, will not alter the essential character of the locality; and Whether the plight of the owner is due to unique circumstances. Applicants shall also provide written responses to the following standards
 - a. The particular physical surroundings, shape, or topographical conditions of the specific property involved would bring a particular hardship upon the owner as distinguished from a mere inconvenience if the strict letter of the regulations were to be carried out;
 - b. The conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning classification;
 - c. The purpose of the variation is not based exclusively upon a desire to make more money out of the property;
 - d. The alleged difficulty or hardship has not been created by any person presently having an interest in the property;
 - e. The granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or
 - f. The proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the danger of fire, or otherwise endanger the public safety, or substantially diminish or impair property values within the neighborhood.

.Additional Questions for Zoning Approval

1. What are the facility's hours of Operation
 2. What are the facilities peak hours (i.e. busiest hours)
 3. How many total employees working at the facility at any one time
 4. What is the maximum number of employees working at the facility at any one time
 5. Please Identify any comparable facilities that the applicant owns, operated or has worked at
 6. Please describe the nature of the business
 7. Will there be any modifications or expansion of the exterior
 8. Please identify names of all tenants located on the property and how many square feet each tenant occupies
-
-
9. Please identify the total number of parking spaces on the subject property
 10. Please indicate whether the tenant space is currently occupied
 11. If the tenant space is not occupied please identify:
 - A) How long the space has been vacant
 - B) The name of the last tenant to occupy the space
 - C) What type of business they conducted
-

EXHIBIT 3: Rezoning Standards

Every applicant seeking rezoning approval shall respond to the following standards in writing:

- a. Describe the existing uses of property within the general area of the property in question.
- b. Describe the current zoning classification of property in question and the zoning classification(s) of the surrounding properties.
- c. Describe the suitability of the property in question to the uses permitted under the existing zoning classification and whether the property for which an amendment is requested has at least fifteen thousand (15,000) square feet of area and not less than one hundred (100) linear feet of frontage on a street.
- d. Describe the trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place since the day the property in question was placed in its present zoning classification.
- e. Describe whether the proposed rezoning is in the public interest and not solely for the interest of the applicant.

EXHIBIT 4: Text Amendment Standards

Every applicant seeking text amendment approval shall explain in writing whether and why the proposed text amendment is in the public interest and not solely for the interest of the applicant.

EXHIBIT 5: Planned Unit Development Standards

Use Exceptions: An applicant seeking planned unit zoning approval may propose specified uses not permitted by the use regulations of the district in which said development is located, provided that the applicant demonstrates in writing to the Village's satisfaction that:

- a. The uses permitted by such exception are necessary or desirable and are appropriate with respect to the primary purpose of the development.
- b. The uses permitted by such exception are not of such a nature or so located as to exercise a detrimental influence on the surrounding neighborhood.
- c. Not more than twenty percent (20%) of the ground area or of the gross floor area of such development shall be devoted to the uses permitted by said exception.
- d. In a manufacturing planned development, such additional uses allowed by exception shall conform to the performance standards of the district in which the development is located, as set forth in this title.
- e. That the use exceptions so allowed are reflected by the appropriate zoning district symbols and so recorded on the zoning district map.

Bulk Regulations: An applicant seeking planned unit zoning approval may propose exceptions to the applicable bulk regulations of this title within the boundaries of a planned

development, provided that the applicant demonstrates in writing to the Village's satisfaction that:

- a. Such exception shall be solely for the purpose of promoting an integrated site plan no less beneficial to the residents or occupants of such development as well as the neighboring property than would be obtained under the bulk regulations of this title for buildings developed on separate lots.
- b. In part of a residential planned development devoted to other than single-family dwelling use, the overall floor area ratio does not exceed the maximum floor area ratio required in the districts where such uses are permitted.
- c. In the part of the planned development containing residential uses, the minimum lot area per dwelling (and when applicable, minimum lot width) may be less than required for permitted uses in the districts in which the planned development is located, provided that there are permanent open spaces, exclusive of streets and thoroughfares of sufficient area within the planned development, to at least maintain the minimum lot area per dwelling required for permitted uses in the district, when applied to the total area, exclusive of area devoted to streets, thoroughfares, and when applicable, business uses, of the planned development.
- d. Spacing between principal buildings, where a transfer of ownership of a part of a planned development is contemplated, shall be at least equivalent to such spacing as would be required between buildings similarly developed under the terms of this title on separate lots.
- e. Along the periphery of such planned developments yards shall be provided as required by the regulations of the district in which said development is located.

EXHIBIT 6: Zoning Appeal Standards

Every applicant seeking an appeal shall provide the following information in writing:

- a. The specific order, decision or determination of failure to act from which an appeal is sought.
- b. The facts of the specific situation giving rise to the original order, decision, determination or failure to act and to the appeal therefrom.
- c. The precise relief sought.
- d. A statement of the applicant's position as to alleged errors in the order, decision, determination or failure to act being appealed and as to why the relief sought is justified and proper.

EXHIBIT 7
APPLICATION FEES

Application Type		Fee
1.	Appeal	\$300.00
2.	Variation	\$300.00
3.	Amendments:	
	a. To text	\$300.00
	b. To district map	\$350.00
	c. To text and district map	\$350.00
4.	Special use: No planned development	\$350.00
5.	Special use: Planned development for applications containing 230 dwelling units or less; or 100,000 square feet of office and/or business floor area or less; or a weighted combination thereof	\$600.00
6.	Special use: Planned development for applications containing over 230 and through 500 dwelling units; or, over 100,000 and through 500,000 square feet of office and/or business floor area; or a weighted combination thereof (plus \$10.00 per dwelling unit in excess of 100 units; or \$500.00 plus \$1.00 for each 100 square feet of office and business floor area in excess of 50,000 square feet)	\$600.00
7.	Special use: Planned development for applications containing over 500 dwelling units, or, 500,000 square feet of office and business floor area; or a weighted combination thereof	\$850.00
8.	Change in the initial application on petition for variation, amendment, special use (nonplanned development) after approval	No Charge
9.	Change in the initial application petition for planned development after approval	½ of initial application fee
10.	Zoning Certificate:	
	a. Single-Family	\$10.00
	b. All others	\$25.00
11.	Variation	
	a. Fence variation	\$10.00
	b. Garage variation	\$15.00
12.	Request for copy of the Village Zoning Map	\$5.00 for black and white copy: \$10.00 for color copy