



Founded in 1963

Fee\Cost Schedule for Rezoning Changes and other proposed Zoning Changes

Application Fee's (shall be paid time of application submittal)

1. Area\Bulk Variance	\$150.00
2. Use Variance	\$150.00
3. Special Use	\$150.00
4. Re-Zoning Lands	\$150.00
5. Variance Application & Review	\$85.00
6. Zoning Use (Residential Use Only)	\$50.00
7. Appeals	\$85.00

1st (Hearing Preparations)

The applicant shall also be responsible for the cost of the preparations for the zoning public hearing, which includes the cost of (shall be paid before docket is presented to the Zoning Attorney for the finding of the facts\zoning hearing).

1. Legal notice in the local newspaper
2. Mailings of notice to property owners within 250 feet
3. Resource\Research Fee's
 - a. Village Engineering
 - b. Plat\Plan Review
 - c. Natural Resource information report
 - d. Consultation under the Illinois Endangered Species Protection Act
 - e. Illinois Natural Areas Preservation Act
 - f. Other Fee's Associated

2nd (Public Hearing)

The applicant shall also be responsible for the cost of the zoning public hearing, which includes the cost of (shall be paid before the finding of the facts\zoning hearing recommendation is presented to the Village Board).

4. Village Zoning Attorney
5. Reporting time of the court reporter and official transcript of hearing

I, the applicant, consents to all of the above described fee\cost schedules associated with submitting a zoning application.

Signature of Applicant: _____

Date: ____/____/____

REQUEST FOR ZONING AMENDMENT (FORM 5)

(Do not write in this space-For office use only)

Applicant Name: _____

Date set for hearing: _____

Notice published: _____

Newspaper: _____

Property Address: _____

Amendment Request No. _____

Fee paid-Receipt No. _____

Amount \$ _____ Date: _____

Recommendation of Zoning Hearing Officer:

☐ Denied

☐ Approved

☐ Approved with Modification

Date: _____

Action by Village Board

☐ Denied

☐ Approved

☐ Approved with Modification

Date: _____

Ordinance No. _____

INSTRUCTIONS TO APPLICANTS: To request a map or text based zoning amendment, this application for a zoning amendment must be completed and a public hearing will be held. If the applicant is requesting that his property be rezoned, a site plan must be included with the application showing the information listed on the attached form. Normally there are only two primary reasons for a change in zoning: (1) the original zoning was in error; (2) the character of the area has changed to such an extent as to warrant rezoning. The burden of producing evidence in support of the application rests with the applicant.

A notice of the hearing must be published in a newspaper of general Circulation in the local area at least 15 days before the hearing and the applicant prior to the hearing shall pay the publication cost. The applicant will be notified by mail of the time and place of the hearing at least 10 days prior to the hearing date. The applicant or his attorney must appear at the hearing and present his case to the Hearing Officer/Board of Appeals. No non-attorney will be allowed to represent the applicants at the hearing.

The applicant must be able to show, by a site plan, photographs and/or other documentary evidence, that the proposed amendment will be in harmony with the general purpose and intent of the zoning ordinance and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

All information requested below and a site plan as described on the attached sheet must be provided before a hearing will be scheduled.

(Please legibly print or type)

1. Name of Applicant(s): _____ Phone: _____

Address: _____

(Street)

(City)

(Zip)

2. Property interest of applicant: () Owner () Contract Purchaser
() Lessee () Other: _____.
3. Name of Owner(s) (If other than applicant): _____ Phone: _____
(attach additional sheets if necessary)
- Address: _____
(Street) (City) (Zip)
4. Address of Property: _____
(Street) (City) (Zip)
- Permanent Parcel No. _____
- Legal description: (Lot, block and subdivision or metes and bounds) _____

5. Present use of property: _____
6. An amendment to the Zoning Ordinance is requested as follows: (Check one)
- A. () Amendment to Text: It is requested that Section _____ of the Zoning Ordinance be amended
as follows: _____

Reason for proposed amendment: _____

- B. () Amendment to Map: It is requested that the property described above and shown on the attached
site plan be rezoned from _____ to _____
Reason for proposed amendment: _____

7. Proposed use of property: _____

8. Please set forth any and all additional facts not otherwise set forth above which you are submitting in support of your application: _____

9. I certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate. I consent to the entry in or upon the premises described in this application by any authorized official of the Village of Pontoon Beach, Illinois, including specifically but not limited to the Zoning Administrator and/or Hearing Officer, for the purpose of inspecting the property forming the basis of this application.

Date: _____.

Signature of Applicant: _____.

Date: _____.

Signature of Owner: _____.

SITE PLAN

A site plan must be attached, drawn to scale, and large enough for clarity showing the following information:

- A. Location and dimensions of: Lot, buildings, driveways, and off-street parking spaces.
- B. Distance between: Buildings and front, side, and rear lot lines; Principal building and accessory buildings; Principal building and principal buildings on adjacent lots.
- C. Location of: Signs, easements, underground utilities, septic tanks, tile fields, water wells, etc.
- D. Any additional information as may reasonably be required by the Zoning Administrator and applicable Sections of the Zoning Ordinance.