



**VILLAGE OF LAKE IN THE HILLS
ZONING HEARING APPLICATION FOR
CONDITIONAL USE PERMIT, MAP AMENDMENT
(REZONING), OR TEXT AMENDMENT**

DATE:

APPLICANT CHECKLIST

Application form complete (pages 5-7 and page 8, 9 or 10 of this document), signed and submitted

Filing fee paid (see fee schedule)

Plat of survey submitted (original plus 20 copies)

Site plan submitted (if applicable) (original plus 20 copies), drawn to scale, showing existing and proposed buildings and structures and clearly showing the requested action.

List of property owners contiguous to the property within 250 feet in all directions (list parcel identification number, name, and street address) submitted. List of owners may be obtained from the Township Assessors Office. The number for Algonquin Township is (847) 639-2700 with offices at 3702 U.S. Highway 14, Crystal Lake. Grafton Township's phone number is (847) 669-3383 and its office is at 10109 North Vine Street, Huntley.

Notification sign deposit(s) paid - \$75.00 each

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

I. BACKGROUND INFORMATION

A. Description of the Property:

1. Common street address:
2. PIN (Property Index Number):

3. Legal description of the property (print or attach exhibit):

B. Owner(s) of Property:

Address:

City/State/Zip:

Daytime telephone:

C. Applicant:

Firm:

Address:

City/State/Zip:

Daytime Telephone(s):

Fax Number:

Email Address:

Relationship of applicant to property:

II. ZONING AND USE

Describe the property in question and adjoining properties by zoning district (see zoning map) and use of the property (i.e. single family residence, retail store, etc).

LOCATION	ZONING	USE
Property in question		
North		
South		
East		
West		

III. REQUESTED ACTION

A. Requested action: (Please check one)

Conditional Use Permit

Zoning Map Amendment (Rezoning)

Zoning Text Amendment

B. Please indicate the conditional use, map amendment or text amendment that is being sought (include section(s) and paragraph(s) of the Zoning Ordinance).

(There is one additional page of this application.)

IV. FOR CONDITIONAL USE PERMIT ONLY

A. Unusual characteristic(s) the use or service would provide the public.

B. Facts and reasons substantially supporting any considerations that may support your case (see Section 24.6 of the Zoning Ordinance).

**APPLICANT MUST PROVIDE EVIDENCE AT THE HEARING TO
SUBSTANTIATE THE ABOVE CLAIMS.**

Applicant signature: _____

Property Owner(s) signature(s): _____

Property Owner(s) signature(s): _____

If property is held in a trust, Trust Officer's signature _____

Also attach letter from Trust Officer naming all beneficiaries of the trust.

V. FOR MAP AMENDMENT (REZONING) ONLY

Facts and reasons substantially supporting any considerations that may support your case (see Section 22.5 of the Zoning Ordinance).

**APPLICANT MUST PROVIDE EVIDENCE AT THE HEARING TO
SUBSTANTIATE THE ABOVE CLAIMS.**

Applicant signature: _____

Property Owner(s) signature(s): _____

Property Owner(s) signature(s): _____

If property is held in a trust, Trust Officer's signature _____

Also attach letter from Trust Officer naming all beneficiaries of the trust.

VI. FOR TEXT AMENDMENT ONLY

A. How would the text amendment serve the purposes of the Zoning Ordinance (see Section 2 of the Zoning Ordinance)?

B. Standards and/or background information substantially supporting your case (please reference source of standards).

**APPLICANT MUST PROVIDE EVIDENCE AT THE HEARING TO
SUBSTANTIATE THE ABOVE CLAIMS.**

Applicant signature: _____

Property Owner(s) signature(s): _____

Property Owner(s) signature(s): _____

If property is held in a trust, Trust Officer's signature _____

Also attach letter from Trust Officer naming all beneficiaries of the trust.