



Community Development
1200 L.W. Besinger Drive
Carpentersville, Illinois 60110
Telephone (847) 551-3478
Fax (847) 426-0864
www.cville.org

SPECIAL USE PERMIT APPLICATION

Please submit all information requested and type or print application in black or blue ink.

PART I: GENERAL APPLICATION INFORMATION:

Street Address of Subject Property _____

Current Use & Zoning of Property _____

Special Use Requested Due to _____

Name of Property Owner _____

Address _____

Daytime Telephone Number _____

Name of Petitioner _____

Contact Person/Agent _____

Address _____

Daytime Telephone Number _____ Fax # _____

E-Mail Address _____

PART II: REQUIRED DOCUMENTATION TO BE SUBMITTED

- Property owner's or agent's written consent to proceed with special use.
- Documentation of proof of interest in the subject property.
- Legal description of subject property.
- Current Plat of survey of subject property to scale (9 x copies).
- 9 x Copies of all documents of 11" x 17" and larger.
- Appraiser's report – including impact upon neighboring property values.
- Parking/circulation plan to scale – including adjacent streets and access.
- Traffic/parking impact study (if needed).
- Landscape plan to scale (if needed).
- Signage plan to scale (if needed) – including dimensions & color drawings.
- Lighting/photometric plan (if needed).
- Exterior building elevations (if needed) – including exterior materials.
- Preliminary Engineering to scale (if needed) – stormwater detention, water & sanitary sewer details, etc.
- Other: _____

PART III: SPECIAL USE STANDARDS TO BE MET

NOTICE TO APPLICANT:

Pursuant to Illinois Compiled Statutes (65 ILCS 5/11-13-5), special uses to the regulations of Section 16.16.010 (Village Zoning Ordinance) of the Village of Carpentersville 2003 Municipal Code shall be permitted only when they are in accordance with all of the standards enumerated herein below.

Please attach additional pages if necessary.

1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare:

2. The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted nor substantially diminish and impair property values within the neighborhood:

3. The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district:

4. Adequate utilities, access roads, drainage, and/or other necessary facilities will be provided:

5. Adequate measures will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets:

6. The special use shall in all other respects conform to the applicable regulations of the district in which it is located and the Board shall find that there is a public necessity for a special use:



PART IV: PETITION AUTHORIZATION:

The owner hereby authorizes, supports and consents to this request for a special use, and further authorizes, agrees and consents to allow the temporary installation and display by the Village of public notice (signage) upon the subject property.

The petitioner, having read this application and fully understanding the purpose thereof, declares that the preceding statements made are true and that the information provided herein is complete to the best of the petitioner's knowledge and belief.

Signature of Owner(s): _____ Signature of Petitioner(s): _____

Date: _____ Date: _____

FOR OFFICE USE ONLY

3/11/09

Case Number _____

Date Submitted _____

Received by _____ Application Checked by _____

Fee: \$500.00

Escrow: \$1,500.00 for professional services (if necessary)
