

ROCKTON/ILLINOIS

Filing Deadline: ____/____/____ Date Filed: ____/____/____ Fee: \$____

All of the information required for filing this application must be submitted within five days of the filing deadline. If all of the required information is not filed within the **five** day period, the applicant will be required to re-file and pay the filing fee for the application process.

1. Property owner _____
Property owner address _____
City, State, & Zip _____
Phone _____

Applicant name _____
Applicant address _____
City, State, & Zip _____
Phone _____

2. Existing use: _____ Current zoning classification: _____
Proposed use: _____

3. Detailed explanation of all the improvements to be completed: _____

4. A site plan for the property must be submitted in accordance with the guidelines for a completed site plan as part of the application. The attached, **Schedule A**, provides the basic requirements for a completed site plan. It should be submitted on an 8 1/2 x 11 sheet of paper. **Schedule B** is a sample site plan for review.

5. Legal description: Lot_____, Block_____, Subdivision_____
 - Attach a metes and bounds description
 - Identify the parcel code: _____
 - Identify the acreage: 2 acres or less_____, 2-5 acres_____, 5 acres or more_____

Applicant's Signature _____ Staff Initials _____

The filing fee must be paid at the time the application is submitted and is non-refundable.

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PROPERTY OWNER AND APPLICANT DECLARATION

The applicant (can be the property owner) makes the following statement based upon personal knowledge:

- 1 I am the current owner of the property or have the permission from the current owner of the property to submit this application for the subject property.
- 2 The application is being submitted with my knowledge and consent.
- 3 All statements contained in this application are true and correct to the best of my (our) knowledge.
- 4 I understand that all conditions of application approval must be completed.

I declare that under penalty of perjury under the laws of the State of Illinois and the United States of America, that the foregoing statement is true and correct.

Applicant - Print Name

Phone Number

Applicant - Signature

Date

The property owner makes the following statement based upon personal knowledge:

- 1 I am the current owner of the property, which is the subject of this application including all right-of-way; easements; or other property ownership's which are necessary to fulfill the requirements of this application.
- 2 The application is being submitted with my knowledge and consent.
- 3 I authorize the above applicant to represent me in the application process for this specific application.

I declare that under penalty of perjury under the laws of the State of Illinois and the United States of America, that the foregoing statement is true and correct.

Tax Parcel Number(s)

Physical Address/Location

Owner - Print Name

Phone Number

Address (Permanent/Physical)

City, State, Zip Code

Owner - Signature

Date

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SCHEDULE A - SPECIAL USE PERMIT SITE PLAN REQUIREMENTS

The following items are required on ALL site plans submitted with zoning applications. Dimensions are a required component to a complete site plan.

- 1 Location of all property lines.
- 2 Size of all buildings, proposed and existing.
 - square footage
- 3 All setbacks on all buildings, proposed and existing.
- 4 Location of all driveways, proposed and existing.
- 5 Location of any fencing, proposed and existing.
- 6 Location of any screen or landscaping, proposed and existing.
 - trees, shrubs, bushes, and plants
- 7 Location of all parking areas. (Commercial and Industrial only)
- 8 Number of parking spaces (Commercial and Industrial only)
 - total number identified on the site plan
- 9 Size of parking spaces (Commercial and Industrial only)
 - width and length
- 10 Surfacing of all parking areas.
 - asphalt, concrete or gravel of existing and proposed
- 11 Location of any lighting fixtures and location of lights. (Commercial and Industrial only)
- 12 Location of off-street loading areas, proposed and existing. (Commercial and Industrial only)
- 13 Size of off-street loading areas, proposed and existing.
- 14 Surfacing of off-street loading areas, proposed and existing.
- 15 Location of any signs, proposed and existing. (Commercial and Industrial only)

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SCHEDULE B - SAMPLE SPECIAL USE SITE PLAN

NOTE: This site plan is to serve only as a guide. Your particular plan may need additional or fewer items depending on the complexity and type of project.

