

PROCEDURES FOR SPECIAL USE

- 1. Application filed by owner or person(s) with possessory interest.**
- 2. Public Hearing date set within 60 days of filing.**
- 3. Public Notice published not more than 30 nor less than 15 days prior to hearing.**
- 4. Letters to neighboring property owners.**
- 5. Hearing held—Findings of Fact and recommendations (pg. 49 and 50) by the Plan Commission to the City Council within 30 days.**
- 6. City Council must act within 90 days of Plan Commission's decision.**

Petition No. _____

Date _____

Expiration Date _____

PETITION FOR SPECIAL USE PERMIT

CITY OF PETERSBURG, ILLINOIS

Petitioner Name: _____

Address: _____

Telephone: _____

A. Property and Existing Use

1. The property is located at _____ on the _____ side of the street, between _____ Street and _____ Street.
2. Legal description of the property: (Please attach to this form.)
3. Present zoning of the property: _____
4. Is any portion of property subject to flooding? If so, describe the nearness of the property to the water body and the frequency of inundation.

5. Area Data

a) Zoning of adjacent property.

North:

East:

South:

West:

b) Land uses on adjacent property.

North:

East:

South:

West:

B. Proposed Use Data

1. Proposed use of the property or building (s):

C. Presentation of Visual Aids

All petitions for Special Use Permits as provided for in this ordinance shall prepare and submit a preliminary site plan map at a scale of not less than 100 feet to one inch, showing the following items:

1. Scale, north arrow;
2. Location of existing property lines;
3. Location of existing and proposed streets, rights-of-way, curbs, gutters, culverts, sidewalks, pavement type, planting strips, and other pertinent data on circulation showing design standards;
4. Existing and proposed structures;
5. Location, type, and size of proposed landscape treatments;
6. Existing and proposed water mains, sewer lines, fire hydrants, and street lights;

- D. The applicant shall complete the following appropriate sections: B501-R Residential, B501-C Commercial

OFFICE USE ONLY

Petition received: _____

By: _____

All petition materials received: _____

By: _____

Fee received: _____

By: _____

Publication dates: (attach proof of publication)

Public hearing sign posted: _____

Recommendation made by Plan Commission: _____

Public hearing sign removed: _____

Petition heard by City Council: _____

Approved: _____

Special Use noted on map by draftsman: _____

1. Proposed total number of dwelling units:

2. Number and type of dwelling units:

- a) Efficiency _____
- b) One bedroom _____
- c) Two bedroom _____
- d) Three bedroom _____
- e) Four bedroom _____
- f) Other _____

3. Floor area for each type of unit:

- a) Efficiency _____
- b) One bedroom _____
- c) Two bedroom _____
- d) Three bedroom _____
- e) Four bedroom _____
- f) Other _____

4. Type of building construction: _____

5. Dimensions of individual parking stalls: _____

6. Total number of parking stalls: _____

7. Water supply requirements and proposed improvements: _____

8. Sewage disposal requirements and proposed improvements: _____

9. Estimated construction time: _____

1. Type (s) of commercial establishments:
 - a) _____
 - b) _____
 - c) _____
 - d) _____
 - e) _____

2. Estimated hours of operation: _____

3. Estimated number of employees: _____

4. Estimated number of customers: _____

5. Floor area per commercial establishment:
 - a) _____
 - b) _____
 - c) _____
 - d) _____
 - e) _____

6. Type of building construction:

7. Estimated construction time:

8. Total number of parking spaces:

9. Total number of loading areas or docks:

10. Landscaped area: _____ square feet

11. Water requirements and proposed improvements:

12. Sewage disposal requirements and proposed improvements:

Names of Surrounding Property Owners

Following are the names and addresses of surrounding property owners from the property in question for a distance of two-hundred-fifty (250) feet in all directions, and the number of feet occupied by all public roads, streets, alleys, and public ways have been excluded in computing the 250 feet requirement. Said names are as recorded in the office of the County Recorder of Deeds and as appear from the authentic tax records of the County.

**Attach separate page with all names/addresses for surrounding property owners in the format as shown below.

Name	Address
_____	_____
_____	_____

The undersigned Petitioner, states on oath and under penalty of perjury, that the foregoing is true, accurate, correct and complete.

Date_____

Signature_____

Use the graph below to submit a preliminary site plan map at a scale of not less than 100 feet to one inch.

