

VILLAGE OF PRINCEVILLE
SPECIAL USE APPLICATION PACKET

The applicant is responsible for completing the petition in its entirety, and submitting it to Village of Princeville with the required fee. If the applicant is different from the property owner, an original owner's consent form must accompany the application at the time of filing.

PETITION

The enclosed petition allows the Zoning Officer to evaluate the petitioner's request. The special use process cannot begin until the petition is complete and filed with Village Hall. The petition must then go before the Village Board. The Village Board shall grant or deny the request by a majority of the members in attendance.

FEES

1. A Publication Fees associated with the publication of the legal notice in the *Peoria Journal Star* or area newspapers are the responsibility of the petitioner.
2. If applicable, fees for all building permits, erosion control permits, and mechanical permits. Such fees are in addition to the special use filing fee and are not payable until such time that a permit is issued.
3. If applicable, fees for preparing, reviewing and recording a tract survey and/or subdivision. Such fees are in addition to the special use filing fee and are not payable until such time that a tract survey or subdivision is prepared.

CHECKLIST

A checklist is enclosed checklist for use by both the Zoning staff and petitioner. It provides a layout of all the information that must be included with the application before the department can accept the petition and process the special use request.

SPECIAL USE REGULATIONS AND REQUIREMENTS

SPECIAL USE is defined as a use of land needing approval by the Village Board. It may include but not be limited to public and quasi-public uses affecting the public interest; uses that have a unique, special, or unusual impact upon the use or enjoyment of neighboring property; and uses that affect planned development.

AUTHORIZED SPECIAL USES:

- Only those uses which are authorized in District Regulations or in the zoning districts currently in effect, or those nonconforming uses which are damaged and are permitted to be reestablished.
- The designation of a use in a zoning district does not constitute an authorization or an assurance that such use will be approved. Rather, each proposed special use shall be evaluated by the Zoning Department and the Village Board for compliance with the standards and conditions set forth in this section and for each zoning district.

STANDARDS FOR APPROVAL:

- The special use will be consistent with the purposes, goals, objectives, and standards of any officially adopted County plan and these regulations.
- The special use will be consistent with the community character of the immediate vicinity of the parcel proposed for development.
- The design of the proposed use will minimize adverse effects, including visual impacts on adjacent properties.
- The development has been reviewed and approved by the Illinois Department of Natural Resources with regard to the presence of endangered species, and archaeological and/or historical resources.
- The proposed use will comply with all additional standards imposed on it by the particular provision of these regulations authorizing such use by all other applicable requirements of the ordinances of the County.

CONDITIONS:

- The Village Board may attach and the Zoning Administrator may recommend the attachment of such conditions to a special use permit as are necessary to carry out the purposes of the Comprehensive Plan and to prevent or minimize adverse effects upon other property in the neighborhood.

RECORDING OF NOTICE OF RESTRICTIONS:

- A notice of restrictions shall be recorded with the Recorder of Deeds of Peoria County that includes the terms and conditions upon which the special use approval is granted.

EFFECT OF ISSUANCE OF A SPECIAL USE PERMIT:

- Issuance of a permit for a special use shall be deemed to authorize only the particular use for which it is issued.

The following information must be included with this form:

- A correct legal description of the parcel. A copy may be obtained in the County Clerk's Office, Room 101 of the Peoria County Courthouse.

- If applicant is different from owner, provide owner's consent in writing with original signature.
- If the applicant is a corporation, and if a corporation, disclose the correct names and addresses of all officers and directors and of all stockholders or shareholders owning any interest in excess of twenty percent (20%) of all outstanding stock or shares of such corporation.
- When the applicant or his principal if other than the applicant, is a business or an entity doing business under an assumed name, include the name and residence of all true and actual owners of such business or entity.
- When the applicant or his principal if other than the applicant is a partnership, a joint venture, a syndicate, or an unincorporated voluntary association, include the names and addresses of all partners, or members of the partnership, joint venture, syndicate, or unincorporated voluntary association.
- When the applicant is acting for himself or in the capacity of an agent, an alter ego, or a representative of a principal, the applicant shall include the name and address of the true principal.
- If the Special Use is a proposed land split that will not be served by public water supply, the following shall be submitted:
 1. Documentation regarding proximity to existing water supply, both current and planned expansion by the appropriate water authority.
 2. Detailed and documented cost comparison of the projected costs of public water, community water, and individual wells.
 3. Documentation shall be provided to demonstrate that an adequate quantity and quality of water will be available for all lots proposed. Such documentation may be provided by the Illinois State Geological Survey or the Illinois State Water Survey. **Illinois State Water Survey contact person: Ken Hlinka (217) 333-8431.**

4. Documentation from an existing well in the immediate vicinity documenting the production of water at a minimum rate of three gallons per minute (3 gpm.) **This can be obtained from the Illinois State Water Survey.**

The developer shall provide data from a test boring(s) completed by a well driller

denoting the availability of water at this location. Location of the test well(s) shall

be identified by the Illinois State Water Survey, the Peoria City/County Health

Department and a licensed well driller. Results of such boring shall indicate a

minimum three gallons per minute (3gpm) produced.

- *Test wells cannot be utilized as potable water wells or irrigation wells, as they do not meet Illinois Water Well Construction Code requirements. If you would like to use the well for domestic consumption or irrigation, you must apply for the appropriate permit at the Peoria City/County Health Department.*

- If the Special Use is a proposed land split that requires a sanitary disposal of domestic sewage and will not be served by public sewer, the following shall be submitted:

1. Soil profiles in locations specified by the Peoria/City County Health Department.

- *See attached list of ISCA Certified Professional Soil Classifiers.*

Include a site plan which contains the following information (if applicable):

- A layout map of all existing and proposed buildings and structures on the site with pertinent setback lines.
- Traffic circulation pattern (arrows illustrating direction of traffic flow);
- Parking and loading areas and individual berths;
- Proposed sewerage and water systems;
- Placement of exterior lighting; and
- Landscaping, existing and proposed

PETITION FOR SPECIAL USE

Please complete this form in its entirety.

Applicant Name:

phone:

Address:

City:

Zip:

Circle if applicable:
Joint Venture

Corporation

Business

Partnership

Owner's Name:

phone:

Address:

City:

Zip:

Circle if applicable:
Joint Venture

Corporation

Business

Partnership

Parcel ID #:

Parcel Size:

E-911

Address of Parcel:

Explanation of Request:

Zoning Classification:

Township:

Fire

Protection District:

School District:

Septic or

Public Sewer *:

Water Source *:

*Land splits not served by public water and/or public sewer shall provide additional documentation as outlined in Section 20-3.5.3.3.j (water) and 20-3.5.3.3.k (sewer).

Signature: _____ **Date:** _____

Address:

City: _____ **State:** _____ **Zip:** _____

Subscribed and sworn to before me this _____ day of _____, 20 _____

Notary Public

Filed Date:		
Receipt #		
Site Plan Attached	YES	NO
Consents Attached	YES	NO
Owner Consent Attached	YES	NO

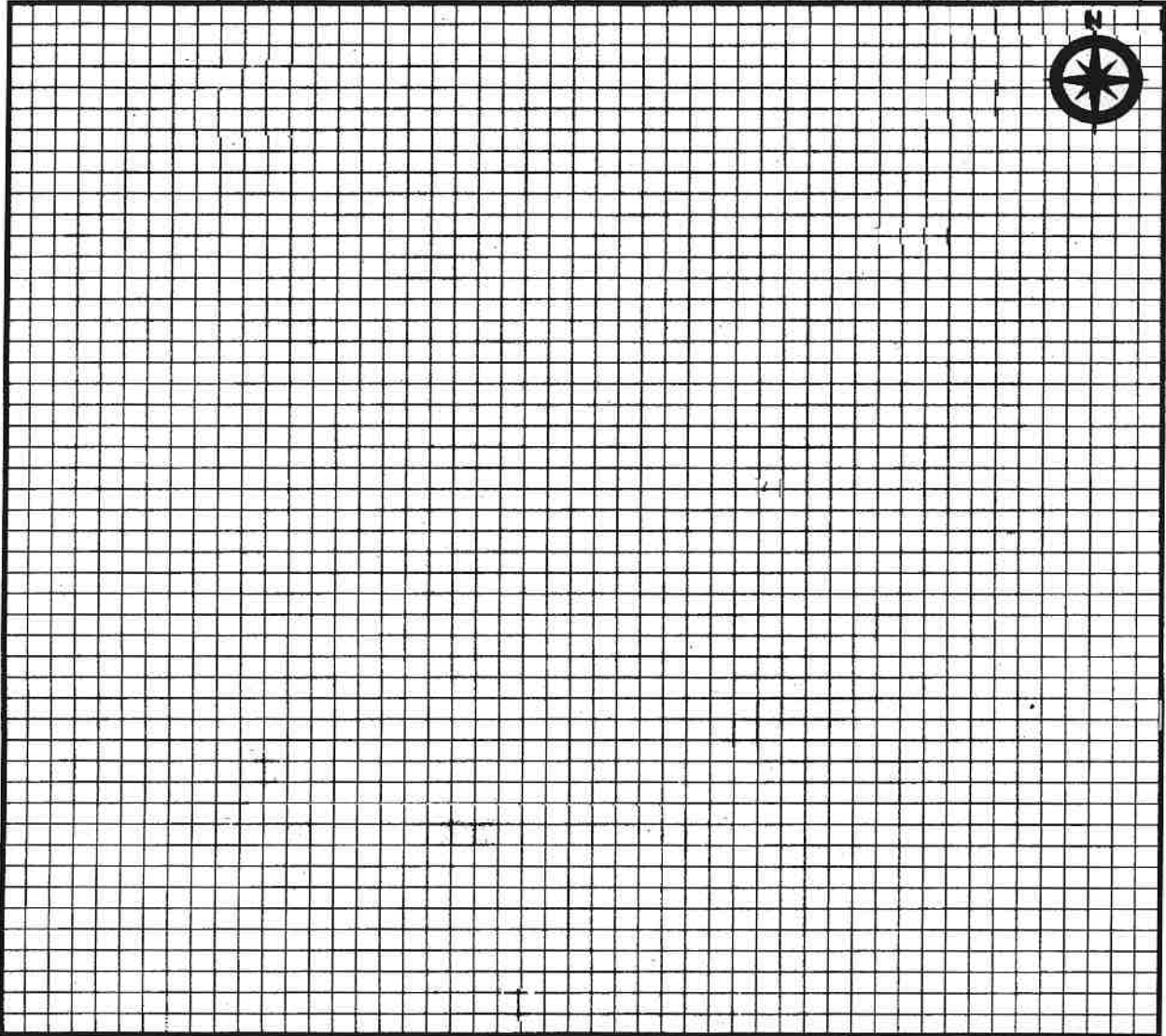
For Office Use:

Is there is an enforcement action, building permit, or previous ZBA case pertinent to this case? If so, enter the number and date received.

Date Rec'd: _____

SITE PLAN

size of site: _____ acres or dimensions: _____ X _____





Complete the site plan using blue or black ink. Include the following information on the site plan above or attach a reproducible site plan with the same information:

- all existing and/or proposed buildings and structures and the dimensions of each
- topographical information such as roads, trees, ponds, hills, gullies, streams, etc...
- label all structures (e.g. house, shed, garage, etc...)
- label requests pertinent to this petition

LEGEND

Property line =

Existing structure = 

Proposed structure = 

Fence = 

Tree =

ACKNOWLEDGEMENT OF NON-REIMBURSABLE COSTS

I, _____, hereby acknowledge and understand that all costs associated with my zoning request are non-refundable. Those costs may include, but are not limited to, filing fees, publication fees, costs associated with test well submittal requirements and soil analysis submittal requirements, survey costs and any costs incurred by the petitioner for additional information which the Zoning Administrator or the decision making body may deem necessary to review the proposed development.

I further acknowledge and understand that filing an application for a zoning request and payment of any corresponding fees does NOT guarantee that my request will be approved. Denial, dismissal or approval of my zoning request by the decision-making body does not entitle me to any refund or reimbursement of costs paid, nor will I receive any refund or reimbursement should I choose to voluntarily withdraw my zoning request after filing per Section 17.08.170 of the Village of Princeville Zoning Ordinance

Signature: _____ **Date:** _____

Address:

City: _____ **State:** _____ **Zip:** _____

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public

Special Use Petition Checklist

This checklist is included with the packet to assist the applicant and staff determine completeness of the submittal. Please review the list of required items and double-check the application to ensure that all the necessary information has been included.

Staff Review:

Date:
