

Date of Submittal: _____

**VILLAGE OF PARK FOREST, ILLINOIS
APPLICATION FOR A
Special Use Permit**

(2 copies of application and all attachments to be submitted)

A. PROJECT IDENTIFICATION (Please type or print)

Applicant Name: _____ **Title:** _____

Company Name: _____

Address: _____
Street City State Zip

Phone Number: _____ **Property Interest of Applicant** _____

Applicant's Signature: _____ **E-Mail Address:** _____

Property Owner (as of date of Application): _____

Property Owner Address: _____
Street City State Zip

Phone Number: _____ **E-Mail Address:** _____

Property Owner's Signature (if other than Applicant, required to document authorization for Applicant to submit application):

By signing this application, the Applicant and Property Owner attest that all information contained in this application and all attachments is true and correct to the best of their knowledge and belief. The Applicant and Property Owner agree to be present in person or by representation when this application is heard before the Planning and Zoning Commission and Board of Trustees.

Subject Property Address:
(Attach legal description): _____

Permanent Index Number (P.I.N.): _____

Lot Size: Width: _____ **Depth:** _____ **Total Area:** _____

Present Use: _____ **Present Zoning:** _____

Proposed Use: _____

Current Use of Surrounding Properties:

North: _____

East: _____

South: _____

West: _____

B. FILING FEE - \$100.00

Amount Received: _____

Date Received: _____

C. REASON FOR REQUEST This should contain as much information as possible about the proposed special use of the property. The Planning and Zoning Commission will evaluate how the proposed use will impact surrounding properties. Therefore, they will be particularly interested in access to the site, parking, outdoor uses, and other such concerns. Attach additional pages and information as needed.

D. OTHER INFORMATION REQUIRED

Development Plan

Including at a minimum, on-site parking and loading facilities, vehicular and pedestrian access, means for the protection of abutting properties, and other such information as may be necessary to depict the development features of the property.

Date Received: _____

Current Plat of Survey

Date Received: _____

Proof of Ownership

This could include, for example, a deed or title policy.

Date Received: _____

Map of Subject Property and all properties within 250 feet (excluding rights-of-way)

Date Received: _____

List of all **property owners** (as recorded in the office of the recorder of deeds and as appears in the county tax records) within 250 feet of subject property (excluding rights-of-way), include name, mailing address, and parcel identification number (P.I.N.).

Date Received: _____

Agreement for Reimbursement of Professional Consulting Services, Fees, Costs and Expenses

Agreement, if applicable, must be signed and required deposit submitted.

Amount Received: _____

Date Received: _____

The Village of Park Forest Unified Development Ordinance can be found in the Document tab of the Village web site – www.villageofparkforest.com. If you have questions, please feel free to call the Economic Development and Planning Department at 708/283-5617.