



INFORMAL REVIEW APPLICATION

VILLAGE OF GURNEE COMMUNITY DEVELOPMENT DEPARTMENT



TO BE COMPLETED BY APPLICANT: Date: _____

Address of Subject Property: _____

PIN: _____

Present Use: _____

Proposed Use: _____

Zoning District: _____



Applicant Name: _____

Address: _____

Phone Number: _____ Fax: _____

Email: _____

Owner Name (if different than applicant): _____

Owner Address: _____

Phone Number: _____ Fax: _____

Email: _____

Applicant hereby certifies that: (1) All statements and other information submitted as part of this application are true and correct to the best of the applicants knowledge and further understand that this Application and attachments become part of the Official Records of the Village of Gurnee; (2) Applicant has read and understands all information in this application; and (3) Applicant understands the submittal of inaccurate or incomplete information or plans may result in processing delays.

Signature of Applicant Date:

Signature of Owner (if different from the applicant) Date:



325 N. O'Plaine Road; Gurnee, IL 60031; 847.599.7550; www.gurnee.il.us

SUBMITTAL REQUIREMENTS:

1. Detailed Project Description
2. If applicable, supplemental information such as site plans, building elevation plans, photographs, etc.
3. 13 sets of all application materials
4. Electronic PDF plans (emailed to Staff)

An Informal Review is an opportunity for applicants to informally present a project proposal before the Planning and Zoning Board. The purpose of an informal review allows the Planning and Zoning Board to provide feedback and exchange of ideas with

the potential applicant. The Informal Review is not a formal action item and any feedback or comments does not constitute a recommendation or commitments by the Planning and Zoning Board.