



SPECIAL USE PERMIT APPLICATION

VILLAGE OF GURNEE COMMUNITY DEVELOPMENT DEPARTMENT

TO BE COMPLETED BY APPLICANT:

Date: _____

Application Type (check one—submittal requirements on page 2):

- SPECIAL USE PERMIT
- MAJOR MODIFICATION TO SPECIAL USE PERMIT
- MAJOR MODIFICATION TO PLANNED UNIT DEVELOPMENT

Address of Subject Property: _____

PIN: _____

Proposed Special Use: _____

Zoning District: _____

Applicant Name: _____

Address: _____

Phone Number: _____ **Fax:** _____

Email: _____

Property Owner Name (if different than applicant): _____

Property 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:** _____

SUBMITTAL REQUIREMENTS:

1. Five (5) sets of application and any applicable supporting documents
2. Detailed Project Description
3. Email electronic PDF documents (from 1 & 2 above) to Staff
4. Proof of Standing (proof of ownership, control, authorization, etc.)
5. Legal Description
6. Escrow Agreement

JUSTIFICATION OF PROPOSED ACTION:

In evaluating the proposed special use, the Planning and Zoning Board and Village Board will make findings based on the standards imposed by Section 16.5 of the Zoning Ordinance. Please respond to each of the following criteria and describe how the proposed special use complies with each standard (attach additional pages, if necessary):

- 1) The establishment, maintenance, and operation of the proposed special use will not endanger the public health, safety, or welfare.

- 2) The proposed special use is compatible with the general land use of adjacent properties and other property within the immediate vicinity.

- 3) The special use in the specific location proposed is consistent with the spirit and intent of this Zoning Ordinance and adopted Village land use policies.

- 4) The special use shall, in all other respects, conform to the applicable regulations of the Zoning Ordinance, except as such regulations may, in each instance, be modified pursuant to the recommendations of the Planning and Zoning Board.

Review Article 16 of the Zoning Ordinance for further details on the Special Use procedure and approval standards.