REQUEST FOR ZONING AMENDMENT
(FORM 5)

(Do not write in this space-For office use only)

Applicant Name:_________________________. Property Address:__________________________________________.
Date set for hearing:_____________________. Amendment Request No.______________________________________.
Notice published:_________________________. Fee paid-Receipt No._______________________________.
Newspaper:_______________________________. Amount $___________ Date:______________.

Recommendation of Zoning Hearing Officer:
( ) Denied
( ) Approved
( ) Approved with Modification
Date:______________________________.

Action by Village Board
( ) Denied
( ) Approved
( ) Approved with Modification
Date:______________________________.

Ordinance No.____________________________

INSTRUCTIONS TO APPLICANTS: To request a map or text based zoning amendment, this application for a
zoning amendment must be completed and a public hearing will be held. If the applicant is requesting that his
property be rezoned, a site plan must be included with the application showing the information listed on the attached
form. Normally there are only two primary reasons for a change in zoning: (1) the original zoning was in error;
(2) the character of the area has changed to such an extent as to warrant rezoning. The burden of producing evidence
in support of the application rests with the applicant.

A notice of the hearing must be published in a newspaper of general Circulation in the local area at least 15 days
before the hearing and the applicant prior to the hearing shall pay the publication cost. The applicant will be notified
by mail of the time and place of the hearing at least 10 days prior to the hearing date. The applicant or his attorney
must appear at the hearing and present his case to the Hearing Officer/Board of Appeals. No non-attorney will be
allowed to represent the applicants at the hearing.

The applicant must be able to show, by a site plan, photographs and/or other documentary evidence, that the
proposed amendment will be in harmony with the general purpose and intent of the zoning ordinance and will not
be injurious to the neighborhood or otherwise detrimental to the public welfare.

All information requested below and a site plan as described on the attached sheet must be provided before a
hearing will be scheduled.

(Please legibly print or type)

1. Name of Applicant(s):_________________________. Phone:___________.
   Address:________________________________________
   (Street) (City) (Zip)

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2. Property interest of applicant:  ( ) Owner  ( ) Contract Purchaser  ( ) Lessee  ( ) Other: ________________________________

3. Name of Owner(s) (If other than applicant): ________________________________ Phone: ________________
   (attach additional sheets if necessary)
   Address: ____________________________________________
            (Street) (City) (Zip)

4. Address of Property: ____________________________________________
   Permanent Parcel No. ____________________________________________
   Legal description: (Lot, block and subdivision or metes and bounds)
   __________________________________________________________________
   __________________________________________________________________
   __________________________________________________________________
   __________________________________________________________________
   __________________________________________________________________

5. Present use of property: ____________________________________________

6. An amendment to the Zoning Ordinance is requested as follows: (Check one)
   A.  ( ) Amendment to Text: It is requested that Section _______ of the Zoning Ordinance be amended
       as follows:
       __________________________________________________________________
       __________________________________________________________________
       __________________________________________________________________
       Reason for proposed amendment:
       __________________________________________________________________
       __________________________________________________________________
       __________________________________________________________________

   B.  ( ) Amendment to Map: It is requested that the property described above and shown on the attached
       site plan be rezoned from ___________ to ___________.
       Reason for proposed amendment:
       __________________________________________________________________
       __________________________________________________________________
       __________________________________________________________________
       __________________________________________________________________
7. Proposed use of property:

8. Please set forth any and all additional facts not otherwise set forth above which you are submitting in support of your application:

9. I certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate. I consent to the entry in or upon the premises described in this application by any authorized official of the Village of Pontoon Beach, Illinois, including specifically but not limited to the Zoning Administrator and/or Hearing Officer, for the purpose of inspecting the property forming the basis of this application.

Date: ____________________

Signature of Applicant: ________________________________

Date: ____________________

Signature of Owner: ________________________________

**SITE PLAN**

A site plan must be attached, drawn to scale, and large enough for clarity showing the following information:

A. Location and dimensions of: Lot, buildings, driveways, and off-street parking spaces.
B. Distance between: Buildings and front, side, and rear lot lines; Principal building and accessory buildings; Principal building and principal buildings on adjacent lots.
C. Location of: Signs, easements, underground utilities, septic tanks, tile fields, water wells, etc.
D. Any additional information as may reasonably be required by the Zoning Administrator and applicable Sections of the Zoning Ordinance.