

# Petition for Zoning Map Amendment

## VILLAGE OF SKOKIE PLAN COMMISSION

Community Development Department  
Planning Division  
5127 Oakton Street • Skokie, IL 60077  
Phone (847)933-8447 • Fax (847) 673-0525

*Office Use Only*

Case Number: \_\_\_\_\_ Planner: \_\_\_\_\_  
FF: \_\_\_\_\_ RF: \_\_\_\_\_ LAF: \_\_\_\_\_

### ALL ITEMS MUST BE COMPLETE TO PROCESS APPLICATION

Address(es) of Property _____	Existing Use _____
Owners of Property _____ (Titleholders, Trust Number and Beneficiaries, Corporation, etc.)	
Petitioners (if other than owners) _____	
Proposed Use _____	Proposed Zoning _____
Comprehensive Plan Designation _____	Existing Zoning _____
All P.I.N. numbers _____	

\_\_\_\_ Attach Legal Description of Property (from Title Policy or Plat of Survey)

Provide the following information:

- 1) Zoning classifications of property within the general area of the subject site:
- 2) Existing uses within the general area of the subject site:
- 3) The suitability of the property in question to the uses permitted under the existing zoning classification:
- 4) Any development trends within the general area of the subject site, including zoning or use changes, that have taken place since the day the property was placed in its current zoning classification:

***Any required fees or monies owed by the applicant to the Village must be paid as a condition of approval.***

State the reasons for requesting the rezoning:

**THE LEGAL TITLEHOLDER MUST SIGN THIS PETITION.** Where the property is held in trust, the trust officer must sign the petition and include a letter naming all beneficiaries of the trust and authorizing the beneficiaries to act on the matters related to this petition request. The undersigned acknowledges and agrees that this application and all documentation submitted becomes public record and may be viewed by the public.

Owner's Name(s) \_\_\_\_\_ Dated Signature(s) \_\_\_\_\_

Address(es) \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_

Petitioner Name(s) \_\_\_\_\_

Address(es) \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Agent or Attorney Information

Name \_\_\_\_\_ Firm \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_

### ***SUBMITTAL REQUIREMENTS***

- \_\_\_ Current proof of ownership – current title policy or tract search (dated less than 3 months from application)
  - If legal title is in trust, the names of the beneficiaries
  - If legal title is in a corporation, the names of the principal officers and directors
  - Length of time title has been held as represented
- \_\_\_ Letter of authorization from the titleholder – when someone other than the owner (or beneficiaries) or the owner's attorney presents the principle testimony at the public hearing
- \_\_\_ Check made payable to "Village of Skokie" for application fees and applicable recording fees. A hearing transcript fee may be required after the public hearing to cover the cost of transcripts over 50 pages
- \_\_\_ Photographs of the area and parcel involved
- \_\_\_ 1 electronic copy in .PDF format – all required final plans, renderings, and elevations as approved by the Appearance Commission and the Plan Commission
- \_\_\_ 1 full size plan and 3-11"x17" copies of current plat of survey by an Illinois Licensed Surveyor showing all site improvements and easements

**NOTE: Evidence of notice to surrounding taxpayers of record within 250 feet of the subject site and other occupants of the subject site will be required by the Plan Commission. The notice shall be delivered by regular mail not more than 45 days nor less than 15 days prior to the hearing. It is recommended that the notice list be reviewed by Staff at least 17 days prior to the public hearing. The Village of Skokie is not responsible for an incomplete or incorrect notice.**