

APPLICATION FOR CERTIFICATE OF ZONING COMPLIANCE

Department of Zoning
Carlyle, Illinois

Zoning Application No. _____
Date: _____, _____

(DO NOT WRITE IN THIS SPACE – FOR OFFICE USE ONLY)

Permanent Parcel No. _____ Fee Paid: \$ _____

Zone District Classification: _____ Date: _____, _____

Instructions to Applicant: Before beginning any construction, a Certificate of Zoning Compliance and a Building Permit must be obtained from the Zoning/Building Administrator. Application for permits must be made by the owner of the property on which the construction is to take place or his duly-authorized agent. A legal description of the property and a site plan of the proposed construction must be included with this application. The attached sheet, which maybe used for drawing the site plan, lists information which must be shown.

If the proposed construction meets the zoning requirements, a permit shall be issued. If the Zoning Administrator determines that it does not comply with requirements of the Zoning Code, the applicant may request an interpretation of the regulations by the Zoning Board of Appeals (if he disagrees with the Zoning Administrator) or hey may request a variance or zoning amendment.

All information requested below must be provided before any permits will be issued. Applicants are encouraged to visit the office of the Zoning Administrator for any assistance needed in completing this form.

1. Name of Applicant(s): _____ Phone: (____) _____

Address: _____
(Street) (City) (Zip Code)

2. Property interest of applicant:

() Owner () Contract Purchaser () Lessee () Other: _____

3. Name of owner(s) (if other than applicant): _____

Phone: (____) _____ Address: _____
(Street) (City) (Zip Code)

4. Location of Proposed Construction: _____

Address: _____
(Street) (City) (Zip Code)

Legal Description (Lot, block and subdivision; or metes and bounds) (description of acreage)

5. Proposed improvement (check applicable items):

- () New Building
- () Addition or alteration (EXPLAIN): _____
- () Mobile home on permanent foundation
- () Relocation of existing building
- () Other (EXPLAIN): _____

6. Proposed structure: No. of Rooms _____ Sq. ft. of Structure _____
No. of Stories _____ Cost of Structure \$ _____

7. Utilities (to serve the construction):
 Public Water Service Public Sewer Service
 Private Well Septic Tank
 Other: _____ Other: _____
 Municipal Electric
 Other Electric: _____

8. Present use of property:
Residential:
 Single-family Vacant Lot
 2 or 3-family Business (type) _____
 Multi-family Industrial (type) _____
No. of units: _____ Other: _____

9. Proposed use of property:
Residential: Accessory: Commercial:
 Single-family Garage Business _____
 2 or 3-family Carport
 Multi-family Storage Shed Industrial _____
No. of units: _____ Other: _____ Other _____

10. Application is hereby made for a Temporary Certificate of Zoning Compliance, as required under the Zoning Code for the erection, moving or alteration, and use of buildings and premises. In making this application, the applicant represents all of the above statements and any attached maps and drawings to be a true description of the proposed new or altered uses and/or buildings. The applicant agrees that the permit issued may be revoked without notice on any breach of representation or conditions.

It is understood that any permit issue on this application will not grant right of privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the Zoning Code, or by other ordinances, codes, or regulations of this municipality.

Signature of Applicant _____

CERTIFICATE OF ZONING COMPLIANCE

The plans and specifications submitted with this application are in conformity with the zone district requirements applicable to the subject property. Changes in plans or specifications shall not be made without written approval of the appropriate municipal officials. Failure to comply with the above shall constitute a violation of the provisions of the Zoning Code. This permit shall be a final permit when signed by the inspector after a required final inspection.

Permit issued this _____ day of _____, _____

Zoning Administrator _____

DATE: _____, _____ Inspector _____

SITE PLAN

A site plan must be attached or drawn below at a scale large enough for clarity showing the following:

- 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; and principal building and principal buildings on adjacent lots.
- C. Location of: signs, easements, underground utilities, septic tiles, tile fields, water wells, etc.
- D. Any additional information as may reasonably be required by the Zoning Administrator and applicable sections of the Zoning Code.

SCALE: 1" = _____

