

Village of Metamora Application for Conditional Use Permit

APPLICATION FEE OF \$75.00 MUST BE RECEIVED BEFORE APPLICATION MAY BE PROCESSED

Applicant: _____ Home / Cell Phone: _____

Mailing Address: _____

Property Address: _____

Subdivision: _____ Parcel Number: _____

Existing Use: _____ Zoned As: _____

Application Date: _____

Explain the nature of the request and what this property will be used for: _____

Supporting Information:

1. Site plan, plot plan, or development plan, drawn to scale showing the location of all abutting streets, existing and proposed structures, types of buildings and their uses.
2. Vehicle and pedestrian movement plan.
3. Landscape plans, including provisions for screening or buffering of adjacent properties.
4. A legal description of the property and proof of ownership.
5. A list of all property owners and their mailing addresses who are within, contiguous to, or directly across the street from the parcel(s) indicated above.

Signature: _____ Date: _____

OFFICE USE ONLY

_____ \$75 Fee Paid

Date Sent to Planning Commission: _____

Date of Public Hearing: _____

Date of Publication Notification: _____

Date of Notice to Property Owners: _____

Planning Commission Recommendation: _____ Approve _____ Deny

_____ Approve with Modifications

Modifications: _____

Action by Council: _____