

Application for Zoning Approval Village of Metamora

We, the undersigned, owner(s), /agent(s) of the following described property, do hereby apply to you for a Certificate of Zoning, with a plan drawn to scale, showing actual dimensions and shape of the lot, exact sizes and locations of all existing buildings on the lot, and locations and dimensions of the proposed buildings or alterations. The property owner(s) shall verify any existing easement(s) and/or right-of-way(s). Zoning Certificates shall be issued only if in conformity with the provisions of the Village of Metamora Zoning Resolution unless the Zoning Inspector receives a written order from the Board of Zoning Appeals. Any certificate issued upon a false statement of any fact which is material to the issuance hereof, shall be void.

Parcel Number: _____

Lot Information

Property Owner: _____
 Property Address: _____
 Type of Lot: (circle one) Inside Corner Other
 Lot Size: _____ Length of Lot: _____ Width of Lot: _____
 Irregular Lot: _____ Property Zoned: _____

Building Information (site location and detailed drawing required)

Type of Building: (circle one) Dwelling, Garage, Shed, Deck, Accessory Bldg., Commercial, Industrial.
 Size of Building: _____ Extension: _____ Floor Area: _____ sq.ft.
 Construction Type: (circle one) Frame, Brick, Stone, Other _____
 No. of Stories: _____ Height of Building: _____ Type of Sewage Disposal: _____
 Setbacks Front: _____ Rear: _____ Side: _____ Sum of Side Yard: _____

Fencing Information (site location and detailed drawing required)

Type of fence: (circle one) Split Rail Chain Link Ornamental Privacy Other _____
 Linear Feet of fence: _____ Height of fence: _____
Fencing within any easement is the sole responsibility of the property owner.

Sign Information (site location and detailed drawing required)

Type of Sign: (circle one) Pole, Wall, Low Profile, Other _____
 Sign Illumination: (circle one) Internal External Neon None
 Distance from R/W: _____ Height from Grade: _____
 Sign Dimensions: _____ Total Square Footage: _____

Pool (site location and detail drawing required)

Type of Pool: (circle one) Above Below
 Size: _____ Depth: _____
 Installer: _____ Address: _____

Submitted By

Name: (please print) _____ Signature: _____
 Phone _____ Date: _____

NOTE: This permit shall be void if work is not started within one year or completed in one year.

Office Use Only: Date Recd. _____ Fee Paid: _____ Date Issued _____
 If Application is denied, reason for denial: _____

Zoning Inspector, Village of Metamora

(See page 2 for fees.)

Permit Fees	
Accessory Items	\$20.00
Additional Lots	\$30.00
Appeal	\$50.00
Commercial, Industrial	\$125.00
Driveways and Curb Cuts	\$20.00
Fences	\$20.00
Multiple Family Dwellings	\$60.00
Planned Unit Development	\$150.00
Pool (over 24" deep)	\$20.00
Signs	\$20.00
Single Dwelling Additions	\$25.00
Single Family Dwelling	\$50.00
Two Family Dwelling	\$50.00
Zoning District Change	\$75.00

Make checks payable to the Village of Metamora.

ZONING REQUIREMENTS FOR ISSUANCE OF PERMIT

1. Stake the area to display the location of the building, fence, sign or additions.
2. Have your property lines identified (staked out).
3. Provide a site plan, drawn to scale (preferably), showing the location and use of proposed and existing buildings, fences, signs, etc. (See Sample)
4. In front yards or alleys, begin measuring from the right-of-way.
5. Provide address and telephone number.

(SAMPLE DRAWING) SITE DIMENSIONS

