

# VILLAGE OF CHERRY VALLEY

806 E. State St, PO Box 368, Cherry Valley, IL 61016

Phone: 815-332-3441 Fax: 815-332-3414

## APPLICATION FOR SPECIAL USE PERMIT

1) Owner of Property: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

2) Authorized agent of applicant (if different): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

3) Address of the property for which the application is being filed:  
\_\_\_\_\_

4) Attach legal description for property: \_\_\_\_\_  
\_\_\_\_\_

5) List all existing uses currently on the property: \_\_\_\_\_  
\_\_\_\_\_

6) List proposed use(s) on the property if application is approved: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(OVER)

- 7) List the owners of record for all properties adjacent to and across the street or alley from the property for which this application is being filed.  
(This information may be obtained at the County Assessor's Office.)

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- 8) Applicant must provide an accurate scale drawing of the site and surrounding area for a distance of at least three hundred (300) feet from each boundary of the site showing the existing locations of streets and property lines. Also include an accurate scale drawing of the site showing the contours at intervals of no more than five (5) feet, and existing and proposed locations of streets, property lines, uses, structures, driveways, sidewalks, parking, loading facilities, and landscaped areas.

- 9) According to State Law, it is the responsibility of the applicant to provide the Village Zoning office with a soils report for the property in question. Soil reports can be obtained from the Winnebago County Soils and Water Conservation District. Applicants should furnish the soil and water district with a copy of this completed application. The District has up to thirty days from receipt of this application to issue its written opinion concerning this petition.

- 10) Non-refundable fees for special use permit (Checks made payable to Village of Cherry Valley):

Less than 2 acres:	\$ 100.00
2 acres to 5 acres:	175.00
Over 5 acres:	175.00 Plus \$10.00 for each acre in excess of five (5) acres with a total maximum of \$300.00

In addition to the above noted fees, applicants are also responsible for all publication costs associated with this application. Fees will be invoiced upon receipt of the bill from the local newspaper.

**NOTICE**

The Village of Cherry Valley is not responsible for delays in processing this application due to incomplete or inaccurate information provided by the application.

Special use permits expire one (1) year from date of issuance unless active construction or use has begun. You may apply for a one-year renewal prior to this original permit lapsing.

The applicant's signature below indicates that the information contained in this application and on any accompanying documents are true and correct to the best of his / her knowledge:

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE