

ZONING HEARING APPLICATION REQUIREMENTS

All applications for zoning hearings shall be submitted to the following location:

Village of Maryville Planning Commission
C/O Village of Maryville Zoning Administrator
2520 North Center St.
Maryville, IL 62234 - 5671
Phone : 345-7028 ext. 2327

Office Hours: 8:00 A.M. to 4:30 P.M.

APPLICATION REQUIREMENTS: (If information requested is not applicable, please state the reason)

- A. Completed application form.
- B. Copy of recorded deed to the property
- C. Site Plan of the property drawn and indication the following information:
 - 1. Indicate north
 - 2. The location and dimensions of all existing and proposed structures on the site, labeling each building as to use.
 - 3. Parking and loading dock plan showing size, location and number. Include ingress and egress location and dimensions.
 - 4. Approximate location of public utilities to service the site.
 - 5. Approximate direction of drainage flow and any drainage improvements that are proposed for the site.
- D. Photographs of the site.
- E. A narrative statement to include the following:
 - 1. Address of the property
 - 2. Describe the proposed use of the property, including hours of operation if applicable
 - 3. Explain the effect the development of the property will have on storm water drainage, if any.
 - 4. Explain what impact the development will have on traffic.
- F. Application fee of \$200 (non- refundable)

**The anticipated time anticipated for a final zoning decision is two months from the application date.
Applications are processed on a first come first serve basis.**

***VILLAGE OF MARYVILLE
ZONING HEARING APPLICATION***

DATE: _____

CURRENT ZONING CLASSIFICATION _____

DESIRED ZONING CLASSIFICATION _____

PROPERTY OWNER: _____

ADDRESS: _____

PHONE: _____

PROPERTY LOCATION: _____

LEGAL DESCRIPTION : _____

REASON FOR REQUEST: _____

NARRATIVE:

SIGNATURE OF APPLICANT _____

PLOT PLAN: