

VILLAGE OF PEOTONE

REQUEST FOR SIGN VARIANCE APPLICATION PACKET

**208 East Main Street
P.O. Box 430
Peotone, IL 60468
708-258-3279**

INSTRUCTIONS FOR VARIANCE PROCESS

The petitioner must submit two (2) completed copies of the petition to the Village Clerk.

The Village Clerk will forward the petition to the Zoning Department for processing. Providing all information necessary to process the petition is in order, the petition will be placed on the next available agenda of the Village Board of Trustees. All necessary materials must be in order prior to placing the petition on the agenda. The petition must be in order at least five days prior to the scheduled meeting. Failure to provide complete documentation by that time may move the petition to a subsequent Board agenda. The Village Board meets on the second and fourth Monday of the month. **FEE: \$100.00**

If the petitioner is other than the owner of the property, the owner must also sign the petition.

**VILLAGE OF PEOTONE, ILLINOIS
PETITION FOR SIGN VARIANCE**

Pursuant to the Village Code of Peotone, as amended, the undersigned hereby files this Petition, with the applicable filing fee, to the Village Clerk requesting a variance in accordance with the provisions of the Sign Ordinance of the Village of Peotone, Will County, Illinois.

Petitioner: _____
Address _____

Phone _____
FAX _____
Email _____

Owner, if different: _____
Address _____

Phone _____
FAX _____
Email _____

Attorney, if applicable: _____
Address _____

Phone _____

1. This is a request to allow a variance regarding Section _____, in a _____ zoning district. A variance of _____.

2. Description, use, and present zoning of property (attach a site plan of the property):

Parcel ID Number: _____

Common Property Address: _____

Legal Description (Add Additional Sheet if Necessary: _____

3. Present Use of Property: _____

4. The subject property is owned by: _____

5. The property interest of the applicant, if not the owner is: _____

6. Current Zoning: _____

7. State the reason for the variance:

(Add additional sheets if necessary)

8. Attach drawings of sign including dimensions, mountings, and any available engineering reports.

I hereby verify, under oath, that I am personally familiar with all of the facts stated herein and that such are true and correct.

Petitioner

Date

Owner, if different from petitioner

Date

I, _____, a Notary Public in and for the State of Illinois, hereby state that on the _____ day of _____, _____, the above captioned petitioner appeared before me and, under oath, stated that all matters contained in this zoning petition are true.

Notary Public

My Commission Expires: _____

If owner is a corporation or trust, attach name of trust, trust number, trust date, and list of all officers and trustees.