



SPECIAL LOCATION PLAN APPLICATION

Development Name and/or Address: _____

Petitioner Information:

Primary Contact: _____
Mailing Address: _____ City: _____ State: _____ Zip Code: _____
Phone #: _____ Email: _____ Cell #: _____

Site Information:

Site Address or Location: _____ Acres: _____ Property ID # (PIN): _____
Existing Land Use: _____ Current Zoning: _____
Brief Description of the Proposed Development (Attach additional sheets if necessary): _____

Other Applicant and Interested Parties:

Name	Company	Address	Phone # / Email
Petitioner: _____			
Owner: _____			
Developer(s): _____			
Land Planner: _____			
Engineer: _____			
Agent/Attorney: _____			

Surrounding Zoning and Land Use:

Zoning	Jurisdiction (Village or County)	Land Use
North: _____		
South: _____		
East: _____		
West: _____		

Special Note to Petitioners:

- A. Upon approval of a special location plan, a copy of such plan shall be registered and recorded among the records of the Village.

Checklist of Required Special Location Plan Application Items

- One (1) original completed “Special Location Plan Application” form and 30 copies.
- Twenty-five (25) full-sized (folded to 9” x 12”) and two (2) reduced 11” x 17” copies of a site plan of the subject property or properties included in the special location plan, which details all existing uses and structures, required parking for all existing uses, hours of operation for all existing uses and the location of all existing off-street parking spaces to be shared.
- One (1) original signed letter from all property owners and business owners agreeing to a special location plan.

I, _____, the Petitioner, hereby appeal to the Corporate Authorities of the Village of New Lenox, Will County, Illinois, for a special location plan in accordance with the information provided in this application. I certify that the information and statements contained in this application and the documents submitted herewith are true and factual to the best of my knowledge.

I understand that all correspondence from Village staff, including Village consultants, will be directed to the Primary Contact. It will be the Primary Contact’s responsibility to inform all other interested parties of any correspondence and the status of the application.

By: _____

Petitioner

Signed and sworn to before me on this _____ day of _____, 20_____.

Notary Public

(Seal)