

**PUBLIC HEARING APPLICATION**

**Planning and Zoning Commission  
City of McHenry**

333 South Green Street □ McHenry, IL 60050 □ Tel: (815) 363-2170 □ Fax: (815) 363-2173

- 1. Name of Applicant \_\_\_\_\_ Tel \_\_\_\_\_  
Address \_\_\_\_\_ Fax \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
  
- 2. Name of Property Owner \_\_\_\_\_ Tel \_\_\_\_\_  
(If other than Applicant)  
Address \_\_\_\_\_ Fax \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
  
- 3. Name of Engineer \_\_\_\_\_ Tel \_\_\_\_\_  
(If represented)  
Address \_\_\_\_\_ Fax \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
  
- 4. Name of Attorney \_\_\_\_\_ Tel \_\_\_\_\_  
(If represented)  
Address \_\_\_\_\_ Fax \_\_\_\_\_
  
- 5. Common Address or Location of Property \_\_\_\_\_  
\_\_\_\_\_

6. Requested Action(s) (check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Zoning Map Amendment (Rezoning) | <input type="checkbox"/> Zoning Variance – Minor * |
| <input type="checkbox"/> Conditional Use Permit          | <input type="checkbox"/> Zoning Text Amendment     |
| <input type="checkbox"/> Zoning Variance                 | <input type="checkbox"/> Use Variance              |
| <input type="checkbox"/> Other                           |  |

\*Definition of Minor Variance: A variance granted to the fee owner, contract purchaser or option holder of a single-family detached or attached dwelling, or single-family detached or attached building lot for that dwelling or lot.

7. Current Use of Property \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Current Zoning Classification of Property, Including Variances or Conditional Uses  
\_\_\_\_\_  
\_\_\_\_\_

9. Current Zoning Classification and Land Use of Adjoining Properties

North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

10. Required Attachments (check all items submitted)

Please refer to the Public Hearing Requirements Checklist to determine the required attachments.

- \_\_\_\_ 1. Application Fee (amount) \$ \_\_\_\_\_
- \_\_\_\_ 2. Narrative Description of Request
- \_\_\_\_ 3. FORM A – Public Hearing Application
- \_\_\_\_ 4. FORM B – Zoning Map Amendment (Rezoning) Application
- \_\_\_\_ 5. FORM C – Conditional Use Application
- \_\_\_\_ 6. FORM D – Zoning Variance Application
- \_\_\_\_ 7. FORM E – Use Variance Application
- \_\_\_\_ 8. Proof of Ownership and/or Written Consent from Property Owner in the Form of an Affidavit
- \_\_\_\_ 9. Plat of Survey with Legal Description
- \_\_\_\_ 10. List of Owners of all Adjoining Properties
- \_\_\_\_ 11. Public Hearing Notice
- \_\_\_\_ 12. Sign (Provided by the City, to be posted by the Applicant)
- \_\_\_\_ 13. Site Plan
- \_\_\_\_ 14. Landscape Plan
- \_\_\_\_ 15. Architectural Rendering of Building Elevations
- \_\_\_\_ 16. Performance Standards Certification
- \_\_\_\_ 17. Traffic Analysis
- \_\_\_\_ 18. School Impact Analysis

11. Disclosure of Interest

The party signing the application shall be considered the Applicant. The Applicant must be the owner or trustee of record, trust beneficiary, lessee, contract purchaser, or option holder of the subject property or his or her agent or nominee.

Applicant is Not Owner

If the Applicant is not the owner of record of the subject property, the application shall disclose the legal capacity of the Applicant and the full name, address, and telephone number of the owner(s). In addition, an affidavit of the owners(s) shall be filed with the application stating that the Applicant has the authority from the owners(s) to make the application.

Applicant or Owner is Corporation or Partnership

If the Applicant, owner, contract purchaser, option holder, or any beneficiary of a land trust is a corporation or partnership, the application shall disclose the name and address of the corporation's officers, directors, and registered agents, or the partnership's general partners and those shareholders or limited partners owning in excess of five percent of the outstanding stock or interest in the corporation or interest shared by the limited partners.

Applicant or Owner is a land Trust

If the Applicant or owner is a land trust or other trust or trustee thereof, the full name, address, telephone number, and extent of interest of each beneficiary shall be disclosed in the application.

12. Certification

I hereby certify that I am aware of all code requirements of the City of McHenry that relate to this property and that the proposed use or development described in this application shall comply with all such codes.

I hereby request that a public hearing to consider this application be held before the Planning and Zoning Commission, and thereafter that a recommendation be forwarded to the City Council for the adoption of an ordinance(s) granting the requested action(s), including any modifications to this application or conditions of approval recommended by the Zoning Board of Appeals or City Council.

Signature of Applicant(s)

Print Name and Designation of Applicant(s)

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