

## ***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

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 \$100 ( 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: