



Land Use Department

Grundy County Petition Application

Date Filed:	_____
Fee:	_____ Receipt: _____
Petition No:	_____

The following application shall be used to petition for a map amendment, special use, variance or text amendment. Compliance to the Comprehensive Plan and the Unified Development Code is required unless a variance is requested. The information provided below will be used to assist staff, recommending committees, and the County Board in understanding the petitioner's request.

Please complete the following:

Date: _____ Name of Petitioner: _____

Address: _____

Phone number and Email: _____

Name of Owner: _____

Address: _____

Phone number and Email: _____

Signature of Petitioner: _____ Date: _____

Signature of Owner: _____ Date: _____

Plat of Survey with Legal Description shall be included with submission.

Township: _____ PIN#: _____

Present Zoning: _____ Address: _____

Floodplain: _____ Number of buildings on lot: _____ Number of Acres: _____

Request:

Map Amendment: _____ Special Use: _____ Text: _____

Reason for Petition:

LESA/ECO Cat Environmental Analysis:

Grundy County has adopted a policy within our Comprehensive Land Management Plan to protect our natural resources of Grundy County. There are two methods that are completed to help the county to make decisions on the petition you request.

The first is the Land Evaluation Site Assessment (LESA). This is a combination of the Land Evaluation (LE) value and the Site Assessment (SA) value.

The LE value is determined by the Natural Resource Inventory (NRI) completed by the Grundy County Soil and Water Conservation District (please see attached application). The Site Assessment value (SA) is determined based on the services needed for the use, proximity to villages, investment of Ag use in the property, and other factors that determine whether as a land use it appropriate.

The calculated combination factors of LE and SA values provide the total LESA value.

When the value of LESA is less than 200 it helps the recommending committees and County Board know that the land is appropriate for the use. Greater than 200, should alert the committees and County Board that this land should be preserved.

The second method that is used to help determine suitability of the land for the petitioned request is the ECO Cat. This determination is made by the Illinois Department of Natural Resources and is intended for map amendments and special uses where environmentally sensitive areas of the county are located. The application is online for your use.

We appreciate your cooperation in using these methods as we preserve the natural resources for generations to come.

Respectfully,

Heidi H. Miller

Land Use Director

hmill@grundyco.org

(815) 941-3229



Land Use Department
1320 Union Street
Morris, IL
(815) 941-3229
hmiller@grundyco.org

Legal Notification for Public Hearing with the Zoning Board of Appeals:

All petitions are required to have a legal public hearing before the Zoning Board of Appeals who will provide a recommendation of the request. By Illinois State Statute proper notification needs to be provided to the public:

- Adjacent parcel owners within 500 feet
- Fire Department
- Villages that are within the vicinity of the petitioned parcel
- General legal notice in newspaper
- Schools in the District
- Road Commissioners
- Highway Engineer
- Township Supervisor

As the petitioner your responsibility is to send certified mail notification to all parcel owners within 500 feet of your property and pay for prior to the public hearing the newspaper legal notice. An example of this notice to the neighboring parcel owners within 500 feet is attached for your use. We will provide you a listing of those owners and their addresses for your use.

Our Assistant will provide notification to the public entities within the district in which your petitioned parcel is located. Our Assistant will also post the legal notice in the newspaper and provide the petitioner the costs for that publications. All publications shall be paid directly to the newspaper in which the notice is placed.

Once all green cards are returned for your mailers, take a copy and provide that to our office to show as proof that legal notice was provided.

Please note that in order to have a public hearing the following must be completed by you the petitioner:

- *Payment to the newspaper for the legal notice*
- *Return of all certified return cards*

Failure to complete those two items will cause your petition to be pulled from the Zoning Board of Appeals meeting.

Please feel free to contact my office by phone at (815) 941-3229 or email at hmiller@grundyco.org.

Example of a notification letter to parcel owners within 500 feet from parcel property lines.

DATE: (Date Sent)

TO: [Parcel owner within 500 feet of petitioned parcel]

FROM: [Petitioner]

RE: Petition Number # _____ for a [map amendment or special use or variance]

The Grundy County Zoning Board of Appeals will be holding its public hearing on [date of meeting] at 7:00 PM in the County Board Room in the Grundy County Administration Building located at 1320 Union Street, Morris, IL 60450.

During the public hearing the Zoning Board of Appeals will be making a recommendation of petition number _____ which is a [map amendment or special use or variance] for parcel that is located at [address or pin#, Township] for [name of owner and petitioner including address].

Attached are details of the petition for your review (include a site survey and details of petition).

A copy of the aforementioned petition may be obtained or reviewed at the Land Use Department of Grundy County located at the Administration Building 1320 Union Street, Morris, IL 60450.

Persons wishing to be heard either in support or opposition to the aforementioned petition number _____ shall be afforded the opportunity, and may submit their statements orally at the public hearing, in writing or both.

All petitions will be heard at the Zoning Board of Appeals who will recommend the petition to the Land Use Committee. Land Use Committee recommends all petitions to the County Board.

The County Board takes the final action on all petitions.

If there are any questions in regard to this petition you may reach the petitioner at [petitioner's phone number] or the Land Use Director at (815) 941-3229.

Thank you.

[Attach details of petition]