



**MAP AMENDMENT
APPLICATION**

Please return completed application to:

Community Development Department
Village of Beach Park
11270 W Wadsworth Rd
Beach Park, IL 60099
(847) 746-1770



PROCEDURES FOR MAP AMENDMENT

The regular meetings of the Plan Commission / Zoning Board of Appeals (PC/ZBA) are held on the first Thursday of the month, except for public holidays. Public hearings are scheduled for the same date or as needed.

A completed application must be submitted a minimum of 30 calendar days prior to public hearing, to provide enough time for review and analysis.

Notice of public hearing will be processed by Village Staff not more than thirty (30) and not less than fifteen (15) days before the hearing date.

Applicant is required to:

1. Complete the appropriate application. Submit to the Village with the following: authorization of the property owner, introductory Project Narrative letter describing the request, a site plan, the application fee per the Village fee schedule, and a plat of survey (must show current extent of subject property, a legal description, dimensions). Depending on the nature of the application, Village Staff may require additional documentation to support the petition.
2. Applicants are required to appear before the PC/ZBA to present their application or petition on the day of the public hearing. Applicants are also advised to appear at the Village Board meeting when the PC/ZBA recommendation on the petition is to be considered.

Village Staff will do the following:

1. Compile a list of all property owners within 250 feet of the subject property for purposes of distribution of notification of public hearing by certified mail. Village Staff will then prepare and distribute the certified notices.
2. Provide notice of public hearing to the newspaper for publishing.
3. Post a public hearing information sign on the subject property.
4. Prepare the official record of the public hearing (called the Findings of Fact) and the recommendation of the PC/ZBA as approved at the time of the public hearing. The Findings of Fact and Recommendation will be submitted to the Village Board of Trustees for consideration at a regularly scheduled Board meeting.



**PETITION FOR
MAP AMENDMENT**

I. APPLICANT INFORMATION

NAME(S): _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

II. APPLICANT TYPE (Owner authorization required if applicant is not the property owner.)

- ☐ OWNER
- ☐ CONTRACT PURCHASER
- ☐ OPTION HOLDER
- ☐ LESSEE
- ☐ OTHER (SPECIFY): _____

III. LOCATION OF SUBJECT PROPERTY (Please attach additional sheets if necessary.)

A. COMMON DESCRIPTION:

B. PIN(S):

C. LEGAL DESCRIPTION:



IV. PROPOSED USE (Please attach additional sheets if necessary.)

A. DESCRIPTION OF PROPOSED OR REQUESTED ACTION:

B. JUSTIFICATION FOR PROPOSED MAP AMENDMENT:

Please include responses to the following items.

In its findings of fact, the Plan Commission shall consider the following:

1. Whether the uses permitted by the proposed amendment would be appropriate in the area concerned.

2. Whether adequate public school facilities and/or other public services exist or can be created to serve the needs of any additional dwelling units likely to be constructed as a result of such change.

3. Whether the proposed change is in accord with any existing or proposed plans for providing public water supply and sanitary sewers in the vicinity.



4. Whether the proposed amendment is likely to result in an increase or decrease in the total zoned residential capacity of the Village and the probable effect of such change on the cost of providing public services.

5. The amount of vacant land which is currently zoned for similar development in the Village or in contiguous areas, and particularly in the vicinity of the area included in the proposed amendment, and any special circumstances which may make part of such vacant land unavailable for development.

6. The recent rate at which land is being developed in the proposed district of the Village particularly in the vicinity of the area included in the proposed amendment.

7. The effect of the proposed amendment upon the growth of the existing neighborhoods as envisioned by the Beach Park Comprehensive Plan.



8. Whether other areas designated for similar development are likely to be so developed if the proposed amendment is adopted, and whether the designation for such future development should be withdrawn from such areas by further amendment of this ordinance.

9. If the proposed amendment involves a change from a residential to a nonresidential designation, whether more nonresidential land is needed in the proposed location to provide commercial services or employment for the residents of the Village.

10. Existing uses and zoning within the general area of the property in question.

11. The extent to which property values are diminished by zoning restrictions.

12. The extent to which the restriction or property values of the petitioner promotes the health, safety, morals, general welfare of the public.



13. Whether the proposed amendment is the minimum adjustment necessary to allow the reasonable use of the property.

14. The extent to which any formal written protest pertaining to the proposed amendment, in accordance to Section 12.11 can be substantiated on a factual basis.

V. APPLICANT ACKNOWLEDGEMENT

By my signature below, I hereby attest that the information provided in this application is true, accurate and complete to the best of my knowledge.

Signature

Date

Title



AFFIDAVIT AUTHORIZING PETITION

I/We, _____,
am/are the owner(s) or authorized representative of the owner(s) of certain real property known as
_____, in Beach Park, IL,
with the PIN(s) of _____.

By my signature below, I hereby authorize a petition for the purpose of:

Print Name

Print Name

Owner / Representative Signature

Owner / Representative Signature

Date

Date