



CITY OF HARVEY

Planning & Zoning Department
15320 Broadway Avenue
Harvey, IL 60426
Phone: 708-210-5346
Email: planningandzoning@cityofharveyil.gov

PLANNING & ZONING COMMISSION SPECIAL USE PERMIT (SUP) APPLICATION

PART 1: INTRODUCTION

Please complete and submit this Application along with the required documents and make payment for the application fee (\$400) and public hearing fee (\$100) of \$500. Upon staff determination that application is complete, a public hearing will be scheduled requesting your participation.

PART 2: APPLICANT INFORMATION

	APPLICANT	OWNER (If different)	REPRESENTATIVE
Name:			
Position:			
Company:			
Address:			
City/State/Zip:			
Phone:			
Email:			

PART 3: PROPERTY INFORMATION

Street Address: _____ Tax Parcel Number (PIN): _____

Legal Description: _____

When did the owner acquire said property? _____

Is the applicant in the process of purchasing the property? ☐ Yes ☐ No

If so, is the purchase/lease contingent on approval of the special use? ☐ Yes ☐ No

PART 4: ZONING DETAIL

What is the zoning classification of the subject property? _____

Is your property presently conforming? ☐ Yes ☐ No (non-conforming) If non-conforming, please explain below:

What is the surrounding zoning and land use?

	Zoning District	Land Use
North		
East		
South		
West		

What is being requested and why? Please attach another sheet if necessary.

PART 5: STANDARDS TO MEET

Please describe in your own words how this request meets the standards listed below, per Harvey Code 16-04-340:

Standard	Evidence Supporting, Meeting, and Satisfying Standard
A. Designated? - The proposed use is designated by this title as a special use in the district in which the use is to be located;	
B. Compliant? - The proposed use will comply with all applicable regulations in the district in which the use is to be located;	
C. Harmonious? - The location and size of the proposed use, the nature and intensity of the operation involved in or conducted in connection with it, the size of the site in relation to it, and the location of the site with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located;	
D. Unobstructive? - The location, nature, and height of buildings, walls and fences, and the nature and extent of the Landscaping on the site are such that the use will not unreasonably hinder or discourage the appropriate development and use of adjacent land and buildings;	
E. Traffic Fitting? - Parking areas will be of adequate size for the particular use, properly located and suitably screened from adjoining uses, and the entrance and exit drives will be laid out so as to prevent traffic hazards and nuisances;	
F. Value Preserved? - The proposed use will not cause substantial injury to the value of other property in the neighborhood.	

PART 5: SIGNATURE

Any person who shall knowingly make or cause to be made, conspire, combine, aid, assist in, agree to, arrange for, or in any way procure the making of a false or fraudulent application affidavit, certificate or statement, shall be guilty of a misdemeanor as provided by statute by the State of Illinois.

Name of applicant: _____ Signature: _____ Date: _____

Name of owner: _____ Signature: _____ Date: _____