COUNTY OF CLINTON
Office of County Zoning Administrator

Joyce Lucas

850 Fairfax Street
Carlyle, Illinois 62231
(618) 594-2464 Ext. 134
Fax (618) 594-6006

GENERAL INFORMATION
REGARDING APPLICATIONS
FOR AMENDMENTS – SPECIAL USES – VARIANCES

The application for a map amendment, variance or special use must be completed in its entirety by the applicant. Any supporting documentation (eg.– survey, photos, etc.) must accompany the application at the time of filing. The application must be submitted to the Clinton County Zoning Office no later than 12:00 noon on the filing date (calendar attached).

Applications must be complete at submittal time to be considered for the agenda. Deficient applications will be returned to the applicant and may delay the hearing until the following month.

You are responsible to furnish the legal description. You may want to consider consulting an attorney and/or Illinois Licensed Land Surveyor to obtain a legal description. The zoning office cannot write the legal description and will use only the legal description you furnish on the application. The zoning staff may not give legal advice.

The Zoning Board of Appeals meets at 7:30 P.M. on the date outlined on attached calendar. Location: 810 Franklin Street, Carlyle, IL., County Board Room.

The applicant and/or his/her representation are required to appear at the scheduled hearing. All persons testifying before the board will do so under oath, and must state their name and address for the record.

a. Introduction of the case

b. The petitioner presents his/her case

c. Objectors (if any) statements and/or questions from the board

d. The Zoning Board of Appeals decision

Map and Text amendments will be forwarded to the County Board.

This information is intended as a brief guide and should not be relied upon for a thorough understanding of the hearing procedure or zoning laws as applicable.

REQUEST FOR A VARIANCE

CLINTON COUNTY ZONING BOARD OF APPEALS VARIANCE REQUEST NO: _____
850 Fairfax , Carlyle, IL. 62231
Website: https://www.clintonco.illinois.gov/ DATE: _____
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PAGE 2: REQUEST FOR A VARIANCE

6. STATE SPECIFIC SECTION(S) OF THE ZONING CODE CONTAINING THE REGULATIONS WHICH , IF STRICTLY APPLIED, WOULD CAUSE A SERIOUS PROBLEM.

_____

_____

_____

7. NAMES AND ADDRESSES OF ADJACENT PROPERTY OWNERS AND PRESENT USE OF PROPERTY:

NAME	ADDRESS	PRESENT USE

8. Is any part of the lot or tract of land where the proposed Variance is to take place in a known flood plain based on the Flood Hazard Boundary Map or Carlyle Lake Flowage Easement Area? This question must be answered YES or NO _____.

9. I certify that all the above statements and the statements contained in any papers or plans submitted herewith are true and accurate. I consent to the entry in or upon the premises described in this application by any authorized official of Clinton County for the purpose of inspecting, or of posting, maintaining and removing such notices as may be required by law and agree to pay all fees associated with the filing, hearing and certificate of zoning compliance.

DATE:_____ APPLICANT SIGNATURE _____

DATE:_____ OWNER(S) SIGNATURE _____

APPLICANT WILL BE RESPONSIBLE FOR THE LIST OF NAMES AND ADDRESSES OF ADJACENT LANDOWNERS

ALSO ANYONE ACROSS A ROAD MUST RECEIVE NOTIFICATION

EXAMPLE OF ADJACENT PROPERTY OWNERS

ADJACENT LAND OWNER	**ADJACENT LAND OWNER**	**ADJACENT LAND OWNER**
ADJACENT LAND OWNER	**LOT OR TRACT IN QUESTION**	**ADJACENT LAND OWNER**
ADJACENT LAND OWNER	**ADJACENT LAND OWNER**	**ADJACENT LAND OWNER**

SITE PLAN

A site plan must be attached or drawn below at a scale large enough for clarity showing the following:

A. LOCATION AND DIMENSIONS OF : LOT, STRUCTURES, AND OFF-STREET PARKING SPACES.

B. DISTANCE BETWEEN:

1. PROPOSED STRUCTURES, AND FRONT, SIDE AND REAR LOT LINES.
2. CENTERLINE OF COUNTY OR TOWNSHIP ROAD & PROPOSED STRUCTURE.
3. RIGHT-OF-WAY LINE OF STATE HIGHWAY & PROPOSED STRUCTURE.

C. BUILDING HEIGHT: THE VERTICLE DISTANCE MEASURED FROM THE GRADE AT THE FRONT WALL TO THE HIGHEST POINT OR ROOF.

D. ACCESSORY BUILDINGS: PROVIDE THE WALL HEIGHT, ROOF PITCH, AND OVERHANG

E. LOCATION OF: SIGNS, EASEMENTS, UNDERGROUND UTILITIES, SEPTIC TANKS, TILE FIELDS, WATER WELLS, ETC.

F. NEW HOMES: MUST FURNISH AN 8 X 11 COPY OF FLOOR PLAN.

G. ANY ADDITIONAL INFORMATION AS MAY REASONABLY BE REQUIRED BY THE ZONING ADMINISTRATOR AND APPLICABLE SECTIONS OF THE ZONING ORDINANCE.

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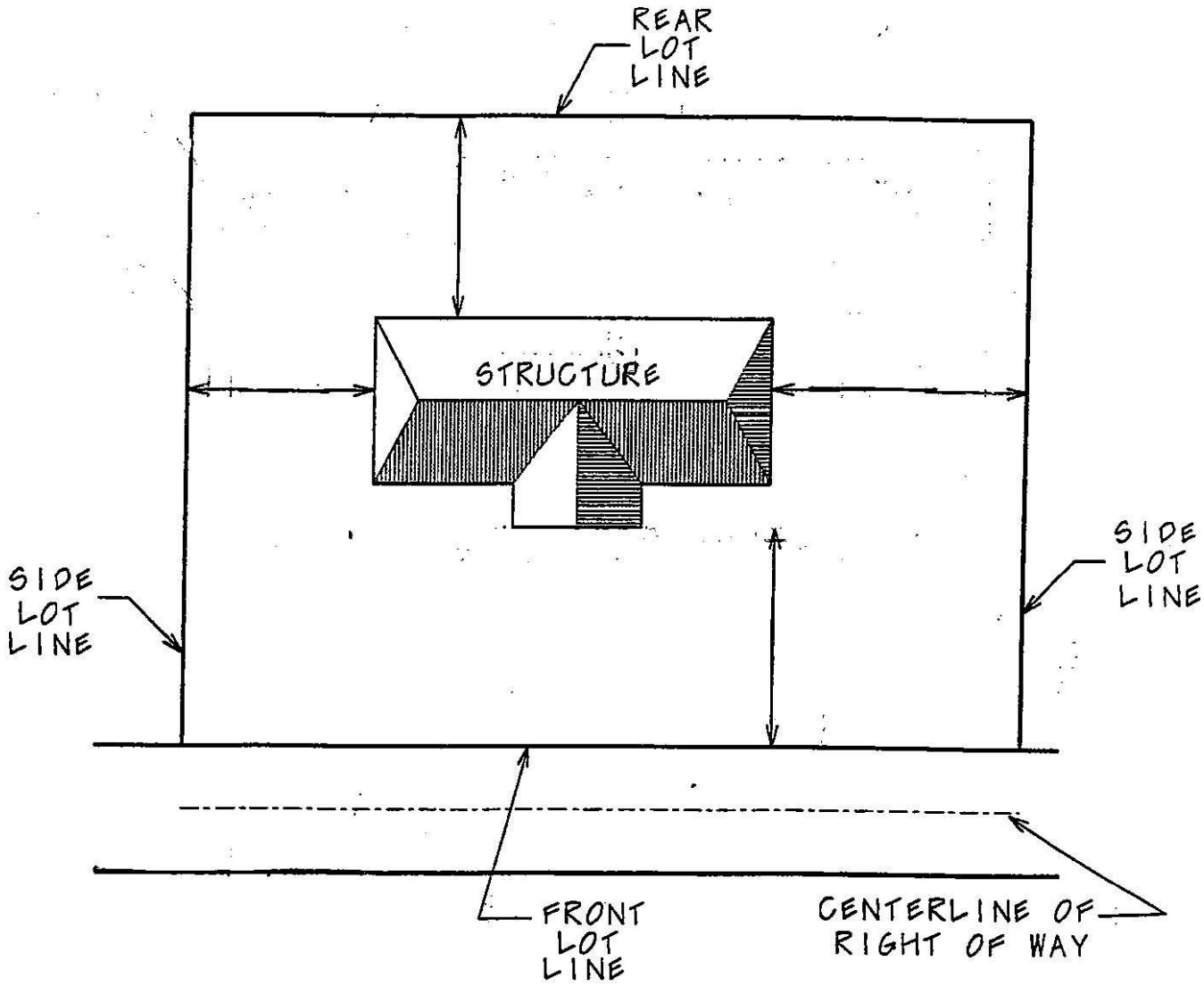
REAR
LOT
LINE
STRUCTURE
SIDE
LOT
LINE
SIDE
LOT
LINE
FRONT
LOT
LINE
CENTERLINE OF
RIGHT OF WAY

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ESOLUTION ESTABLISHING ZONING FEES

Whereas, Clinton County has in force a County Zoning Ordinance wherein various fees have been established; and whereas said ordinance provides for changes in said fees when appropriated:

Now therefore be it resolved by the Clinton County Board that the following fees are hereby established for Clinton County Zoning:

1. Zoning Certificates of compliance (Building Permit)

   A. Residential $0.12 per sq. ft.; Min. fee $50.00 (home additions & clubhouses)
   (living area excluding basement and garage)

   B. Commercial $0.06 per sq. ft.; Min. fee $50.00

   C. Industrial $0.06 per sq. ft.; Min. fee $50.00

   D. Mobile Homes .12 Sq. ft. Min. fee $50.00

   E. Accessory Uses and Home Occupations Under 500 sq. ft - $25.00
   500 Sq. Ft. and over - $50.00

2. Special Use Permit $125.00 plus cost of certified mail to adjoining property owners.
3. Zoning Map Amendment $125.00 plus cost of certified mail to adjoining property owners.
4. Appeal $125.00 plus cost of certified mail to adjoining property owners.
5. Variance $125.00 plus cost of certified mail to adjoining property owners.
6. Late Filing (Failure to obtain Permit) $75.00

ALL FEES ARE NON-REFUNDABLE
MAKE CHECKS PAYABLE TO CLINTON COUNTY ZONING

The above fee schedules are not intended to be included as part of the Zoning ordinance and it is intended that said fees may be changed from time to time without an amendment to the Zoning Ordinance.
Passed this 21st day of December, 2010 Effective January 1, 2010

Ordinance Book $15.00

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ZONING BOARD OF APPEALS PUBLIC HEARING & FILING DATES

MUST BE FILED ON OR BEFORE 12:00 NOON	HEARING DATE	COUNTY BOARD
December 2, 2009	January 6, 2010	January 18, 2010
January 6, 2010	February 3, 2010	February 15, 2010
February 3, 2010	March 3, 2010	March 15, 2010
March 3, 2010	April 7, 2010	April 19, 2010
April 7, 2010	May 5, 2010	May 17, 2010
May 5, 2010	June 2, 2010	June 21, 2010
June 2, 2010	July 7, 2010	July 19, 2010
July 7, 2010	August 4, 2010	August 16, 2010
August 4, 2010	September 1, 2010	September 20, 2010
September 1, 2010	October 6, 2010	October 18, 2010
October 6, 2010	November 3, 2010	November 15, 2010
November 3, 2010	December 1, 2010	December 20, 2010
December 1, 2010	January 5, 2011	January 17, 2011