



PLANNING & ZONING DEPARTMENT
141 South Main Street, Suite 501
Decatur, Illinois 62523

217-424-1466 (voice)
217-424-1459 (fax)

PETITION FOR REZONING

This petition is hereby submitted to the Zoning Administrator and the Zoning Board of Appeals of Macon County, Illinois to request a change in zoning. Failure to provide any of the following requested information may result in a delay of processing this petition until that time when the requested information is provided.

Part A – Petitioner Information*

Name: _____

Address: _____

Telephone #: _____

Signature: _____

* The petitioners are the principals. They are acting on their own behalf, not in conjunction with any agent, company, corporation or firm and are not a business operating under an assumed name, a partnership, joint venture, syndicate or unincorporated voluntary association.

FOR OFFICE USE ONLY

Filed:

Current Zoning:
By:

Part B – Property Information

Legal Description: _____

Address or Location: _____

Tax ID Number: _____

Acreage: _____

Part C – Desired Zoning Classification

What is the property's current zoning classification? _____

What is the desired zoning classification? _____

Part D – Standards for Rezoning (Map Amendment)

Please answer the following questions to the best of your ability. These questions address the criteria that the Zoning Board of Appeals reviews when considering the request to rezone a piece of property. Failure to answer or adequately address any of these issues may be detrimental to your petition. Please feel free to attach additional pages as necessary for your responses.

1. What is the property in question currently being used for? What are other properties in the general area being used for?

2. What is the zoning classification of the properties within the general area of the property in question?

3. Can the property in question be utilized for the uses that are currently allowed by the existing zoning classification? If not, why?

4. What, if any, development has occurred in the general area of the property in question during the last few years?

5. Why is the proposed rezoning in the best interest of the people of Macon County?

6. As a percentage, how much of the tract is farmed?

7. Under what jurisdiction is the public road servicing this property?

8. What is the width of the pavement?

9. What is the total width of the right-of-way?

10. In feet, how close is the nearest public sewer line?

11. How many feet is it to the nearest public water line?

12. In what fire protection district is the property located?

13. How many miles is it to the nearest fire or emergency services response station?

14. In what school district is the property located?

15. How many minutes would it take to get to the nearest district school?

Part E – Other Petition Information

Please feel free to attach any additional documentation that you wish in order to help explain your petition. Some examples of such information are: maps, photographs, letters of support, building schematics, surveys of land, statistical data, case law, etc.

Part F – Other Administrative Information

Property Owner (If different than petitioner)

Legal Representative (Optional)

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Signature: _____

Signature: _____

NOTE: The petitioner is responsible for the cost of the required legal publication for the hearing. A billing statement will be issued by the Macon County Planning and Zoning Department, and proof of payment **must** be received **before** the date of the hearing. Non-payment of the legal notice fees will result in the petition being continued to the following month.

A COPY OF THE PROPERTY DEED MUST BE ATTACHED TO THIS PETITION.

Please feel free to contact the Macon County Planning and Zoning Department if you feel you need any assistance in completing this petition.

Rezoning or subdividing parcels may cause an increase in your tax bill. If you have questions, please visit the Supervisory of Assessment Office or call 217-424-1364.



MACON COUNTY PLANNING AND ZONING DEPARTMENT

Macon County Office Building
141 South Main Street, Suite 501
Decatur, Illinois 62523

PHONE: (217) 424-1466
FAX: (217) 424-1459

Instructions for Petitioners Requesting Rezoning, Special Use Permit or Variance

In order to obtain a change in zoning, a special use permit, or a variance, you must obtain a petition, on the appropriate form, to the Macon County Planning and Zoning Department. A petitioner may submit maps, data, or other supplemental information that would be beneficial in explaining the intent or justifying the reason for the zoning action.

It is required that the present owner of the property be involved in any petition concerning that property. If someone other than the owner is filing a petition (i.e., a renter or a prospective buyer), the signature of the property owner must be included on the petition to show that the owner supports the proposed zoning action.

The petition application must be completed in its entirety. Failure to complete any aspect of the application may result in a delay of the petition until that time when the missing information is provided. The completed petition must be accompanied by check- payable to Macon County Treasurer-for the appropriate filing fee.

Petitioner is also responsible for the fee incurred for the required legal publication. If a petition is withdrawn prior to the legal publication notice, then a refund of the filing fee will be granted. After the placement of the legal publication notice, the petitioner will be refunded the difference from the filing fee and the cost of the publication.

After the Planning and Zoning Department receives a complete petition, a hearing before the Macon County Zoning Board or Appeals (ZBA) will be scheduled. At least 15 days before the hearing, a notice of the hearing will be placed in the Decatur Herald & Review newspaper (legal ads) indicating the day the hearing will be held. The petitioner will also receive a notice by mail, indicating the day and time that zoning hearings will begin. Also about 15 days before the hearing, a sign will be placed on the property to notify local residents that some form of zoning action has been requested. All Zoning Board of Appeals meetings are held on the 5th floor of the Macon County Office Building at 8:30 a.m.

The Zoning Board of Appeals will listen to evidence at the hearing both for and against the petition. The ZBA will make the final decision on whether or not to grant the petition in Variance cases only. In all other cases, the ZBA makes a recommendation to the Macon County Board regarding the petition. Before the County Board reviews the case, the petition is sent to the Environmental, Education, Health, and Welfare Committee (EEHW) of the County Board. The EEHW Committee reviews the record of the ZBA

hearing and proposes a resolution to the Macon County Board to act on your petition. The County Board, at its next regular meeting, will review the case and will either make the final decision on the resolution at that time or the Board may send the petition back to the ZBA for more evidence and/ or reconsideration. In all cases except Variances, the County Board will ultimately make the final ruling on your petition. The times and dates of the next EEHW Committee meeting and the County Board meeting will be available the day of the ZBA hearing. While it is not required, it is recommended that the petitioner attend both of these meetings.

Please note if the petition is not granted from the County, the filing fee and the notice of publication is non-refundable.