

CITY OF BLOOMINGTON
APPLICATION FOR A
SPECIAL USE PERMIT



APPLICANT INFORMATION

Name:

Subject Property Address:

Phone:

Email:

REQUIRED DOCUMENTS AND SUBMITTALS

- Short project description, including any waivers requested for the subject Use Provisions
- Property characteristics, including Parcel ID Number (PIN) and current zoning
- Legal description of the property, in text format
- Written consent from property owner, if not the same as the applicant
- Legible Site Plan, including property lines, proposed locations of new/changed structures, and other items relevant to this petition (see § 44-1707 for additional Site Plan requirements)
- Written statement addressing all of the “Findings of Fact” listed below:
 - Discuss whether the establishment, maintenance, or operation of the special use could be detrimental to or endanger the public health, safety, comfort or general welfare.
 - Discuss whether the special use could be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, and how you will ensure it does not substantially diminish and impair property values within the neighborhood.
 - Discuss whether the establishment of the special use will impede the normal and orderly development and improvement of the surrounding property for uses permitted in the zoning district.
 - Discuss whether adequate utilities, access roads, drainage and/or necessary facilities have been or will be provided.
 - Discuss whether adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
 - Discuss whether the special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may be modified by the Council pursuant to the recommendations of the Zoning Board of Appeals.
- Filing fee (Only credit/debit cards and e-checks are accepted at this time.)

Submit online at: <https://bloomington.portal.opengov.com/categories/1080>

If an application is determined to be incomplete, the reviewer will contact the applicant in writing to explain the application's deficiencies. No further processing of the application shall occur until the deficiencies are corrected. All applications must be deemed complete at least 21 days prior to a meeting or public hearing.

For questions or assistance, email planning@cityblm.org or call 309-434-2226 ext. 5

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