

**VILLAGE OF EVANSVILLE
APPLICATION FOR CERTIFICATE OF ZONING COMPLIANCE
(BUILDING AND ZONING PERMIT APPLICATION)**

**OFFICE OF THE ZONING ADMINISTRATOR
P.O. BOX 257
EVANSVILLE, IL 62242
618/853-2613**

(For OFFICE Use ONLY)

Permit Application No. _____
Perm. Parcel No. _____
Date Filed: _____
Zone District Classification: _____
Fee Paid: \$ _____ **Date Paid:** _____
Initial Certificate of Compliance issued () YES () NO

INSTRUCTIONS TO APPLICANT(S): Before beginning any Construction, or adding a portable storage shed, deck or a fence, a Certificate of Zoning Compliance and a Building Permit must be obtained from the Zoning/building Administrator. Application for permits must be made by the owner of the property on which the construction is to take place or his duly-authorized agent. A legal description of the property and a site plan of the proposed construction must be included with this application. The attached sheet, which may be used for drawing the site plan, lists information which must be shown.

If the proposed construction meets the zoning requirements, a permit will be issued. If the Zoning Administrator determines that it does not comply with the requirements of the zoning ordinance, the applicant may request an interpretation of the regulations by the Zoning Board of Appeals (if you disagree with the Zoning Administrator) or you may request a variance or zoning amendment depending on the circumstances.

All information requested below must be provided before any permits will be issued. To prevent delay and to expedite your application, provide all requested information. Applicants are encouraged to visit the Office of the Zoning Administrator for any assistance needed in completing this form. If possible please call 853-2613 to schedule an appointment.

DATE: _____

1. NAME OF APPLICANT(S) : _____
PHONE: _____
ADDRESS: _____
CITY, STATE, ZIP CODE: _____

2. PROPERTY INTEREST OF APPLICANT:
() OWNER () CONTRACT PURCHASER () LESSEE () OTHER: _____

3. NAME OF OWNER (if other than applicant): _____
PHONE: _____
ADDRESS: _____
CITY, STATE, ZIP CODE: _____

4. LOCATION OF THE PROPOSED CONSTRUCTION

A. Address of proposed construction:

B. Legal description of property (description by metes and bounds or lot number, block number and name of subdivision)

C. Construction located in _____ Zoning District.

Construction located in Flood Plain Yes No

IF YES- FLOOD PLAIN APPLICATION MUST BE ATTACHED.

D. Construction located:

within corporate limits of Evansville

within 1 mile of corporate limits

5. PROPOSED CONSTRUCTION

New Building

Addition or alteration (explain) :

Mobile home on permanent foundation

Relocation of existing building

other: (explain) _____

6. EXISTING USE OF PROPERTY

Vacant Lot

Business (type) _____

Industrial (type) _____

other: _____

Residential

Single Family

2 or 3 Family

Multi- Family

No. of Units: _____

7. PROPOSED USE OF PROPERTY

Business

(type) _____

Industrial

Other: _____

Residential:

Single Family

2 or 2 Family

Multi- Family

No. Units _ ____

Accessory:

Garage

Carport (portable or Constructed)

Fence: must give dimensions, specify area setbacks and property lines guidelines

Storage Shed (portable or constructed) (must have barrier to prevent rodents

and other nuisance animals, contact Zoning Administrator for more information)

Handicap Ramp (no charge)

Other

8. PLANS AND SPECIFICATIONS

A. Plans: A site plan is attached and shows information required on page 5 of this application.

B. Specifications: Give the following instruction, if applicable, for each structure or use identified on the attached site plan.

TYPE OF STRUCTURE	HEIGHT IN FEET	NUMBER OF STORIES –ROOMS	NO OF EMPLOYEES	NO OF PARKING SPACES
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EXISTING

PROPOSED

Square feet of proposed structure _____ sq. Ft.

Value of proposed structure \$ _____

9. UTILITIES:

A. WATER SOURCE

- Public Water
- Private Well
- Other: _____

B. SEWAGE FACILITIES

- Public Sewer Service
- Septic Tank
- Other: _____

10. Application is hereby made for an Initial Certificate of Zoning Compliance, as required under the Zoning Ordinance of the City of Evansville, for the erection, relocation or alternation, and use of buildings and premises. In making this application the applicant represents all of the above statements and any attached maps and drawing to be a true description of the proposed new or altered uses and/or buildings. The applicant agrees that the permit issued may be revoked without notice on any breach of representation or conditions.

It is understood that any permit issued on this application will not grant right of privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the Zoning Ordinance, or by other ordinances, codes, or regulations of Evansville.

Applicant: _____

(This page is for office use only)

FINAL CERTIFICATE OF ZONING COMPLIANCE

The plans and specifications submitted with this application are in conformity with the zone district requirements applicable to the subject property. Changes in plans or specifications shall not be made without written approval of the appropriate city officials. Failure to comply with the above shall constitute a violation of the provisions of the Evansville Zoning Ordinance.

This permit shall be a final permit when signed by the Administrator after a required final inspection upon completion of construction.

Permit issued () on _____ date.

Permit denied () reason for denial:

Dates of Inspections:

**Zoning Administrator
Village of Evansville**

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

A. Indicate existing and proposed structures.

B. Location and dimensions of: Lot, buildings, driveways, and off-street parking spaces.

C. Distance between:

Buildings and front, side and rear lot lines:

Principal building and accessory buildings:

Principal buildings and principal buildings on adjacent lots.

D. Location of: Signs, easements, underground utilities, septic tanks, tile fields, water wells, etc.

E. Any additional information as may reasonably be required by the Zoning Administrator and applicable Sections of the Zoning Ordinance.