

Kingston Development Application

Applicant: _____

Contact Name: _____

Applicant Address: _____

Phone Number: _____ Fax Number: _____

Does the applicant own the subject Property? Yes No
(If the applicant is not the owner of the property, a letter from the Owner(s) authorizing the applicant to file the Development Application must be attached.)

Is the applicant and/or owner a trustee or beneficiary of a land trust? Yes No
(If the applicant and/or owner of the subject property is a trustee of a land trust or beneficiary(ies) of a land trust, a disclosure statement identifying each beneficiary having a 5% or greater interest in the trust is required. This statement shall be attached to this application and include the name, address and defining his/her interest therein.)

Subject Property Address: _____

PIN: _____

Legal Description (attach)

Request (Mark all that apply)

Annexation Zoning Special Use Planned Unit Development
 Zoning Variance Subdivision Deviation from Subdivision Requirements

Property Size (total acres): _____

Present zoning: _____ Requested zoning (if applicable): _____

If Special Use is being sought, please identify the nature of the use:

Identify the zoning and uses immediately adjacent to the subject property:

	Zoning	Use
North		
South		
East		
West		

List any variances from the Zoning Code being sought
 (include references to the applicable section of code):

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List any deviations from the Subdivision regulations being sought
(include references to the applicable section of code):

For Subdivisions:

For each zoning district within the subdivision, indicate the following:

Zoning District	# Lots	Minimum Lot Size	Maximum Lot Size	Average Lot Size

	How much property will be associated for:	Who will have maintenance responsibilities?
ROW/ Street		
Stormwater Management		
Other Common Areas		

If applicable, date Preliminary Plat was approved by the Village Board: _____

Optional Contract information (please fill out regardless of what is proposed).	
Development Attorney: _____	
Address: _____	
Phone Number: _____	Fax Number: _____
Engineer: _____	
Address: _____	
Phone Number: _____	Fax Number: _____

Applicant's signature

Date

Application Fees Due: _____

Date Paid: _____

(Fees payable to: Village of Kingston)

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Exhibits to be attached to application:

1. Zoning map (map showing subject property & zoning of adjacent properties)
2. Legal description of overall property
3. Legal description of individual tracts (if rezoning and/or subdividing & if different than #2)
4. Plat of Annexation (if applicable)
5. Subdivision plat (if applicable)
6. Site Plan (if Rezoning, Variance, Special Use, or annexation if no subdivision proposed)
7. If Planned Unit Development – materials as outlined in Chapter 86, Article VI of the Municipal Code
8. Findings of facts for Special Use Permit (if applicable)
9. Findings of facts for variance to zoning code (if applicable)
10. Findings of facts for deviations of subdivision regulations (if applicable)
11. Other document(s) as requested by Village Board, Plan Commission, Zoning Board, and/or zoning administrator.