

City of Anna
Zoning Application Checklist

(This page is for office use only)

Address of Property:

- Application is complete
 - Property is Staked out or Marked
 - Deed showing legal description is attached
 - A Plat or Map drawn to scale showing the premises, floor plan, and dimensions is attached
 - J.U.L.I.E. Locate is complete
 - Zoning Permit Fee is attached
- Allow 5 days for processing
 - Allow 2 days for Zoning Inspector review
 - Allow 2 days for review of utility services by Public Works Manager

Once all steps are complete, the application will be placed on the next scheduled City Council Meeting for approval.

Questions: Call the Zoning Inspector at (618) 833-7813 or City Hall at (618) 833-8528

Reviewed by: _____
Zoning Inspector/ Public Works Manager

City Council Meeting Date: _____

Approved / Denied

(See page 2 to begin application)

CITY OF ANNA

**APPLICATION TO BUILDING AND USE A STRUCTURE
IN COMPLIANCE WITH THE CITY OF ANNA ZONING CODE**

TO ZONING INSPECTOR: The undersigns applies to the City of Anna, Illinois [the "City"], for a permit to build or modify, and use a structure on the premises hereinafter described in compliance with the City Zoning Code, and represents to the Zoning Inspector and the City the truth and accuracy of the following information:

- [1] THERE IS ATTACHED HERETO A COPY OF THE APPLICANT'S DEED SHOWING THE LEGAL DESCRIPTION.
- [2] THERE IS ATTACHED HERETO A PLAT OR MAP IN DUPLICATE (DRAWN TO SCALE no smaller than 1" = 20') SHOWING (i) actual dimension of premises, and (ii) floor plan and dimensions thereof.
- [3] THE DEED AND PLAT ARE PART OF THIS APPLICATION.
- [4] ANY STRUCTURE LOCATED OR TO BE CONSTRUCTED ON THE PREMISES IS OR WILL BE CONNECTED TO A SANITARY SEWER AT APPLICANT'S EXPENSE, IF SEWER SERVICE IS AVAILABLE TO THE PREMISES.
- [5] ANTICIPATED DATE OF:
[A] COMMENCEMENT OF CONSTRUCTION: _____
[B] COMPLETION OF CONSTRUCTION: _____
- [6] STREET ADDRESS: _____
- [7] ZONING DISTRICT (CIRCLE): R-1 R-2 R-3 B-1 B-2 M-1 A-1
- [8] PROPOSED USES:
PRINCIPAL BUILDING: _____
ACCESSORY BUILDING: _____
- [9] TYPE OF ROOF – FLAT/PITCHED/MANSARD
- [10] DIMENSIONS –
LOT AREA _____ BASEMENT FLOOR AREA _____
FRONTAGE WIDTH _____ PERCENTAGE OF HEIGHT OF BASEMENT
FRONT YARD DEPTH _____ BELOW AVERAGE ADJOINING GRADE _____
SIDE YARD DEPTH _____ HEIGHT OF STRUCTURE FROM AVERAGE
REAR YARD WIDTH _____ ADJOINING GRADE _____
FIRST STORY FLOOR AREA _____ MAXIMUM COVERAGE OF LOT BY FIRST STORY
PARKING AREA _____ FLOOR AREA _____
SIGNS _____ SAME: FOR ACCESSORY BUILDING _____
- [11] IF APPLICABLE –
OF ROOMS _____ # OF FAMILIES TO OCCUPY _____
OF PARKING SPACES _____ # OF SIGNS _____
- [12] ESTIMATED COST OF CONSTRUCTION \$ _____
- [13] IF THE ESTIMATED COST OF CONSTRUCTION IS \$500,000 or more and a one- or two-family dwelling is not involved, there is attached hereto a CONSTRUCTION PROJECT LABOR AGREEMENT as required by Ordinance No. 97-6.

CONDITIONS AND LIMITATIONS: Applicant understands and agrees to the following conditions of and limitations of the issuance of any PERMIT TO PROCEED or any CERTIFICATE OF COMPLIANCE.

- [A] Each is binding only upon the City only to the extent of the accuracy and veracity of the representations made in this Application, in the OWNER'S CERTIFICATE OF COMPLETION, in any other accompanying documents or attachments, and only in the event construction is completed by the date stated in Paragraph [5]; in the event construction is not completed by said date, this PERMIT is void, and the City is authorized by Applicant to pursue all remedies under laws pertaining to uncompleted buildings (65 ILCS 5/11-31-1) in the same manner and to the same extent as if the uncompleted structure or improvement were an uncompleted and abandoned building under the Statute cited;
- [B] The building or structure to be erected or to be structurally altered pursuant to the issuance of the PERMIT TO PROCEED issued on the basis of this Application shall not be OCCUPIED OR USED until a CERTIFICATE OF COMPLIANCE has been issued by the Zoning Inspector;
- [C] No change shall be made in the USE of a building or structure or any part thereof now or hereafter erected or structurally altered, or in the USE of the premises, without a CERTIFICATE OF COMPLIANCE having first been issued by the Zoning Inspector.
- [D] NO PERMIT or CERTIFICATION signed by the Zoning Inspector issued pursuant to this Application is intended to or does preclude any entity or person, other than the City, from exercising or attempting to exercise or enforce any right or remedy under or pursuant to the City Zoning Code, the Zoning Enabling Act of the State of Illinois, or any other law regulating the use of property, or the health, safety, and welfare of its citizens and inhabitants;
- [E] Neither the PERMIT nor the CERTIFICATION issued pursuant to this Application pertain to or purport to constitute evidence of compliance with any law or regulation in the nature of any building code, electrical code, plumbing code, fire prevention code, architectural code, housing code, health code, construction code, or any similar other law or regulation;
- [F] The City disclaims any monetary liability whatsoever by the issuance of any PERMIT or CERTIFICATION, including any obligation to indemnify Applicant arising from or out of any claim or suit by any other person or entity; the only force effect, extent, or consequence of any PERMIT or CERTIFICATE is to bar the City from any administrative or equitable remedy under its Zoning Code and then only to the extent set forth in Paragraph [1] above.

DATED: _____

APPLICANT:

SIGNATURES OF THE OWNERS IF INDIVIDUAL
PERSONS OR OF AUTHORIZED AGENTS IF
CORPORATIONS OR PARTNERSHIPS

ADDRESS OF APPLICANT

PERMIT TO PROCEED: I find that the information in the above Application and any accompanying documents describe a proposed structure or modification of a structure which will comply with the City Zoning Code, and Ordinance No. 97-6 if applicable, and do hereby permit Applicant to proceed, upon the condition that construction is commenced and completed before the date stated in Paragraph [5]; otherwise, this Permit becomes void.

DATED: _____

ZONING INSPECTOR

OWNER'S CERTIFICATE OF COMPLETION: The undersigned certifies and represents that the structure described in the Application and the accompanying documents have been completed and are in compliance with the City Zoning Code.

DATED: _____

OWNER(S):

CERTIFICATE OF COMPLIANCE: I certify that I have inspected the completed structure and that it complies with the representations made in the Application and the accompanying documents and is in compliance with the City Zoning Code.

DATED: _____

ZONING INSPECTOR

(Ord. No. 97-8)

Exhibit A Dimension Regulations

R-1 Lateral Dimension Regulations

- Lot Area: 10,000 square feet
- Frontage: 80 feet
- Front Yard Depth: 35 feet
- Side Yard Depth: 20 feet total, 7 feet one side
- Rear Yard Depth: 40 feet
- Floor Area: 1,200 square feet
- Maximum Lot Coverage: 20%

R-2 Lateral Dimension Regulations

- Lot Area: 7,000 square feet
- Lot Width: 65 feet
- Front Yard Depth: 30 feet
- Side Yard Width: 15 feet total, 6 feet one side
- Rear Yard Depth: 40 feet
- Lot Area per Family: 4,000 square feet R
- Floor Area: 1000 square feet for single family; 900 square feet for 2 family dwellings or per dwelling unit
- Maximum Lot Coverage: 20%

R-3 Lateral Dimension Regulations

- Lot Area: 5,500 square feet
- Lot Width: 60 feet
- Front Yard Depth: 30 feet
- Side Yard Width: 12 feet total, 5 feet one side
- Rear Yard Depth: 40 feet
- Lot Area per Family: 3,000 square feet
- Floor Area: 500 square feet for single family; 600 square feet for 2 family; 300 square feet for multi-family
- Maximum Lot Coverage: 40%

B-1 Lateral Dimension Regulations

(Residential Uses: Regulations prescribed for R-3 district)

- Frontage: No requirement
- Lot Area: No requirement
- Floor Area: No requirement
- Side Yard: No requirement except when business abuts and R district, then side yard shall be the same as required in the adjacent R district.
- Front Yard: No requirement

- Rear Yard: No requirement except when adjacent to lot in any R district on side lot line, there shall be a rear yard equal to one-half (1/2) that required in the adjacent R district.
- Lot Coverage: No Requirement

B-2 Lateral Dimension Regulations

- Lot Area: 10,000 square feet
- Lot Width: 100 feet
- Front Yard Depth: 40 feet
- Side Yard Width: None, except where adjacent to an R district, then 15 feet on the abutting side
- Rear Yard Depth: 20 feet
- Maximum Lot Coverage: 50%

A-1 Lateral Dimension Regulations

(Single Family residence)

- Lot Area: 2 ½ Acres
- Frontage: 125 Feet
- Front yard Depth: 50 feet
- Side Yard Width: 40 feet total, minimum 15 feet one side
- Rear Yard Width: 75 feet
- Floor Area: 900 square feet
- Maximum Lot Coverage 10%

M-1 Lateral Dimension Regulations

(Please see Zoning Ordinance)

Note—please see the Zoning Ordinance for Permitted Uses at cityofanna.org