



## City of Earlville

210 W. Railroad Street, PO Box 98, Earlville, IL 60518

Phone: 815-246-9588

Fax: 815-246-9599

### **APPLICATION FOR ZONING PERMIT – CERTIFICATE OF OCCUPANCY** *(PLEASE TYPE OR PRINT)*

1. Identify the legal owner(s) and information of the property in question:

- a. Name(s): \_\_\_\_\_
- b. Mailing Address: \_\_\_\_\_
- c. Physical Address if different: \_\_\_\_\_
- d. Phone Number: \_\_\_\_\_
- e. Email Address: \_\_\_\_\_

2. Identify the legal description of the property in question: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. What is the identification number(s) for your property as listed on the most current property tax bill?

\_\_\_\_\_

4. What are the current uses of the property? If the property is vacant, explain why: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

5. Explain the change that is proposed to be made to the property.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. If the zoning permit were granted, would the type of use of the property change, and, if so, how would it change? \_\_\_\_\_

\_\_\_\_\_

7. Explain how, if at all, obtaining the zoning permit requested will cause changes to be made for utilities, drainage, road access, etc.: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Submit to City Hall, along with the application:

\_\_\_\_\_ The \$75.00 filing fee as established in the Schedule of Fees set out in the Zoning Ordinance;

\_\_\_\_\_ Two copies of a lined drawing or plat illustrating the boundaries of the lot, the location of all improvements, and the location of any proposed improvements; and

\_\_\_\_\_ A copy of the applicant's deed or other documents indicating ownership interest in the subject property.

I/WE certify that the information provided above is true and correct to the best of my/our knowledge, information and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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FOR OFFICE USE ONLY:

Application Received By: \_\_\_\_\_ on \_\_\_\_\_

Zoning Permit # \_\_\_\_\_ Issued: \_\_\_\_\_ By: \_\_\_\_\_

Occupancy Permit # \_\_\_\_\_ Issued: \_\_\_\_\_ By: \_\_\_\_\_

Application Fee of \$ \_\_\_\_\_ Paid by: Cash \_\_\_\_\_ Check \_\_\_\_\_ Debit/Credit Card \_\_\_\_\_