

# CITY OF MAROA

120 S LOCUST STREET  
PO Box 136  
MAROA, IL 61756

PHONE: (217) 794 - 2206  
FAX: (217) 794 - 5125

RYAN WILKEY, MAYOR  
TED AGEЕ, CITY ADMINISTRATOR  
CRYSTAL PARROTT, CITY CLERK  
RANDI AMETTIS, TREASURER

CITYHALL@MAROAILLINOIS.GOV

## PETITION FOR COMMERCIAL BUILDING PERMIT

THIS PETITION IS HEREBY SUBMITTED TO THE ZONING ADMINISTRATOR AND ZONING/PLANNING BOARD OF THE CITY OF MAROA, ILLINOIS TO REQUEST A BUILDING PERMIT. FAILURE TO PROVIDE ANY OF THE FOLLOWING REQUIRED INFORMATION MAY RESULT IN A DELAY IN PROCESSING THIS PETITION UNTIL SUCH A TIME WHEN THE REQUIRED INFORMATION IS PROVIDED.

### PART A: PETITIONER INFORMATION\*

COMPANY: \_\_\_\_\_

AGENT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

FOR OFFICE USE ONLY:

FILED:

### PART B: PROPERTY INFORMATION

\*THE PETITIONERS ARE THE PRINCIPAL APPLICANT. THEY ARE ACTING ON THEIR OWN BEHALF, OR IN CONJUNCTION WITH AN AGENT, COMPANY, CORPORATION, FIRM OR A BUSINESS OPERATING UNDER AN ASSUMED NAME, PARTNERSHIP, JOINT VENTURE, SYNDICATE OR UNINCORPORATED VOLUNTARY ASSOCIATION.

LEGAL DESCRIPTION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ADDRESS/LOCATION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PARCEL ID (PIN): \_\_\_\_\_

LOT DIMENSIONS: \_\_\_\_\_

\_\_\_\_\_

ACREAGE: \_\_\_\_\_

ZONING: \_\_\_\_\_

**PART C: ADMINISTRATIVE INFORMATION – IDENTIFY ALL APPLICABLE ENTITIES**

**PROPERTY OWNER (IF DIFFERENT THAN PETITIONER)**

**LEGAL REPRESENTATIVE**

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**SURVEYOR** LIC No: \_\_\_\_\_

**ENGINEER** LIC No: \_\_\_\_\_

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**GENERAL** LIC No: \_\_\_\_\_

**PLUMBING** LIC No: \_\_\_\_\_

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

**HVAC** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**EXCAVATION** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**ELECTRICAL** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**FIRE SYSTEM** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**DEMOLITION** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**ROOFING** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

**ASPHALT** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**CONCRETE** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**OTHER** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**OTHER** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**OTHER** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**OTHER** LIC NO: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

**PART D: CONSTRUCTION CLASSIFICATION**

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> ALTERATION / ADDITION        | <input type="checkbox"/> MECHANICAL  |
| <input type="checkbox"/> CONSTRUCTION (NEW STRUCTURE) | <input type="checkbox"/> REMODEL     |
| <input type="checkbox"/> DEMOLITION                   | <input type="checkbox"/> REPLACEMENT |
| <input type="checkbox"/> OTHER (SPECIFY): _____       |                                      |

**PART E: USE CLASSIFICATION**

- |   |   |
|---|---|
| <input type="checkbox"/> AGRICULTURAL           | <input type="checkbox"/> GOVERNMENT/INSTITUTIONAL |
| <input type="checkbox"/> BUSINESS               | <input type="checkbox"/> INDUSTRIAL (LIGHT)       |
| <input type="checkbox"/> COMMERCIAL             | <input type="checkbox"/> INDUSTRIAL (HEAVY)       |
| <input type="checkbox"/> OTHER (SPECIFY): _____ |   |

**PART F: TYPE OF CONSTRUCTION**

- |  |  |
|--|--|
| <input type="checkbox"/> AGRICULTURAL BUILDING             | <input type="checkbox"/> INDUSTRIAL BUILDING (HEAVY) |
| <input type="checkbox"/> BROADCAST/TRANSMISSION BUILDING   | <input type="checkbox"/> PARKING GARAGE              |
| <input type="checkbox"/> CHURCH BUILDING                   | <input type="checkbox"/> PARKING LOT                 |
| <input type="checkbox"/> COMMERCIAL BUILDING               | <input type="checkbox"/> PATIO                       |
| <input type="checkbox"/> DECK                              | <input type="checkbox"/> PORCH                       |
| <input type="checkbox"/> DRIVEWAY                          | <input type="checkbox"/> PROFESSIONAL BUILDING       |
| <input type="checkbox"/> DWELLING                          | <input type="checkbox"/> RECREATIONAL BUILDING/COURT |
| <input type="checkbox"/> FENCE                             | <input type="checkbox"/> SCHOOL BUILDING             |
| <input type="checkbox"/> FIRE SUPPRESSION SYSTEM           | <input type="checkbox"/> SHED                        |
| <input type="checkbox"/> GARAGE                            | <input type="checkbox"/> STORM SHELTER               |
| <input type="checkbox"/> GENERATOR SYSTEM                  | <input type="checkbox"/> SIGN                        |
| <input type="checkbox"/> GOVERNMENT/INSTITUTIONAL BUILDING | <input type="checkbox"/> SOLAR ARRAY SYSTEM          |
| <input type="checkbox"/> IRRIGATION SYSTEM                 | <input type="checkbox"/> SWIMMING POOL               |
| <input type="checkbox"/> INDUSTRIAL BUILDING (LIGHT)       | <input type="checkbox"/> UTILITY BUILDING            |
| <input type="checkbox"/> OTHER (SPECIFY): _____            |  |

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK



**PART H: PRIMARY COMMERCIAL BUILDING CONSTRUCTION INFORMATION**

**BASEMENT**

AREA (SQ/FT): \_\_\_\_\_ HEIGHT (FT): \_\_\_\_\_

**GROUND FLOOR**

AREA (SQ/FT): \_\_\_\_\_ HEIGHT (FT): \_\_\_\_\_

**SECOND FLOOR**

AREA (SQ/FT): \_\_\_\_\_ HEIGHT (FT): \_\_\_\_\_

**ADDITIONAL FLOORS**

TOTAL ADDITIONAL FLOORS: \_\_\_\_\_

AREA PER FLOOR (SQ/FT): \_\_\_\_\_ HEIGHT PER FLOOR (FT): \_\_\_\_\_

**TOTAL AREA**

AREA (SQ/FT): \_\_\_\_\_

**TOTAL HEIGHT**

HEIGHT (FT): \_\_\_\_\_

**PRIMARY COMMERCIAL BUILDING DIMENSIONS**

MAXIMUM LENGTH (FT): \_\_\_\_\_ MAXIMUM WIDTH (FT): \_\_\_\_\_

GRADE TO PEAK (FT): \_\_\_\_\_ BASEMENT DEPTH (FT): \_\_\_\_\_

**PRIMARY COMMERCIAL BUILDING PROPERTY LINE SETBACKS - INTERIOR LOT**

FRONT YARD (FT): \_\_\_\_\_ REAR YARD (FT): \_\_\_\_\_

SIDE YARD 1 (FT): \_\_\_\_\_ SIDE YARD 2 (FT): \_\_\_\_\_

**PRIMARY COMMERCIAL BUILDING PROPERTY LINE SETBACKS - CORNER LOT**

FROM §290-3.12 (D) CITY OF MAROA REVISED CODE OF ORDINANCES: A CORNER LOT SHALL BE DEEMED TO HAVE TWO FRONT YARDS. THE CLASSIFICATION OF THE REMAINING TWO YARDS SHALL BE DETERMINED BY THE TYPE OF YARD ABUTTING THE YARD IN QUESTION:

- (1) IF A CORNER LOT ABUTS A SIDE YARD, IT SHALL BE DEEMED A SIDE YARD.
- (2) IF A CORNER LOT ABUTS A REAR YARD, IT SHALL BE DEEMED AS A REAR YARD.

FRONT YARD 1 (FT): \_\_\_\_\_ FRONT YARD 2 (FT): \_\_\_\_\_

SIDE YARD 1 (FT): \_\_\_\_\_ SIDE YARD 2 (FT): \_\_\_\_\_

REAR YARD 1 (FT): \_\_\_\_\_ REAR YARD 2 (FT): \_\_\_\_\_

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

**PART I: ACCESSORY COMMERCIAL BUILDING CONSTRUCTION INFORMATION**

**ACCESSORY BUILDING/STRUCTURE**

LENGTH (FT): \_\_\_\_\_ WIDTH (FT): \_\_\_\_\_

GRADE TO PEAK (FT): \_\_\_\_\_ TOTAL AREA (SQ/FT): \_\_\_\_\_

**DECK/PATIO/PORCH**

LENGTH (FT): \_\_\_\_\_ WIDTH (FT): \_\_\_\_\_

GRADE TO FLOOR (FT): \_\_\_\_\_ TOTAL AREA (SQ/FT): \_\_\_\_\_

**DRIVEWAY/PARKING**

LENGTH (FT): \_\_\_\_\_ WIDTH (FT): \_\_\_\_\_

MATERIAL: \_\_\_\_\_ TOTAL AREA (SQ/FT): \_\_\_\_\_

**FENCE**

TOTAL LENGTH (FT): \_\_\_\_\_ HEIGHT (FT): \_\_\_\_\_

**POOL**

LENGTH (FT): \_\_\_\_\_ WIDTH (FT): \_\_\_\_\_

DEPTH (FT): \_\_\_\_\_

**SIGN**

LENGTH (FT): \_\_\_\_\_ WIDTH (FT): \_\_\_\_\_

**OTHER (SPECIFY):** \_\_\_\_\_

LENGTH (FT): \_\_\_\_\_ WIDTH (FT): \_\_\_\_\_

HEIGHT (FT): \_\_\_\_\_ TOTAL AREA (SQ/FT): \_\_\_\_\_

**ACCESSORY COMMERCIAL BUILDING PROPERTY LINE SETBACKS - INTERIOR LOT**

FRONT YARD (FT): \_\_\_\_\_ REAR YARD (FT): \_\_\_\_\_

SIDE YARD 1 (FT): \_\_\_\_\_ SIDE YARD 2 (FT): \_\_\_\_\_

**ACCESSORY COMMERCIAL BUILDING PROPERTY LINE SETBACKS - CORNER LOT**

FROM §290-3.12 (D) CITY OF MAROA REVISED CODE OF ORDINANCES: A CORNER LOT SHALL BE DEEMED TO HAVE TWO FRONT YARDS. THE CLASSIFICATION OF THE REMAINING TWO YARDS SHALL BE DETERMINED BY THE TYPE OF YARD ABUTTING THE YARD IN QUESTION:

(1) IF A CORNER LOT ABUTS A SIDE YARD, IT SHALL BE DEEMED A SIDE YARD.

(2) IF A CORNER LOT ABUTS A REAR YARD, IT SHALL BE DEEMED AS A REAR YARD.

FRONT YARD 1 (FT): \_\_\_\_\_ FRONT YARD 2 (FT): \_\_\_\_\_

SIDE YARD 1 (FT): \_\_\_\_\_ SIDE YARD 2 (FT): \_\_\_\_\_

REAR YARD 1 (FT): \_\_\_\_\_ REAR YARD 2 (FT): \_\_\_\_\_

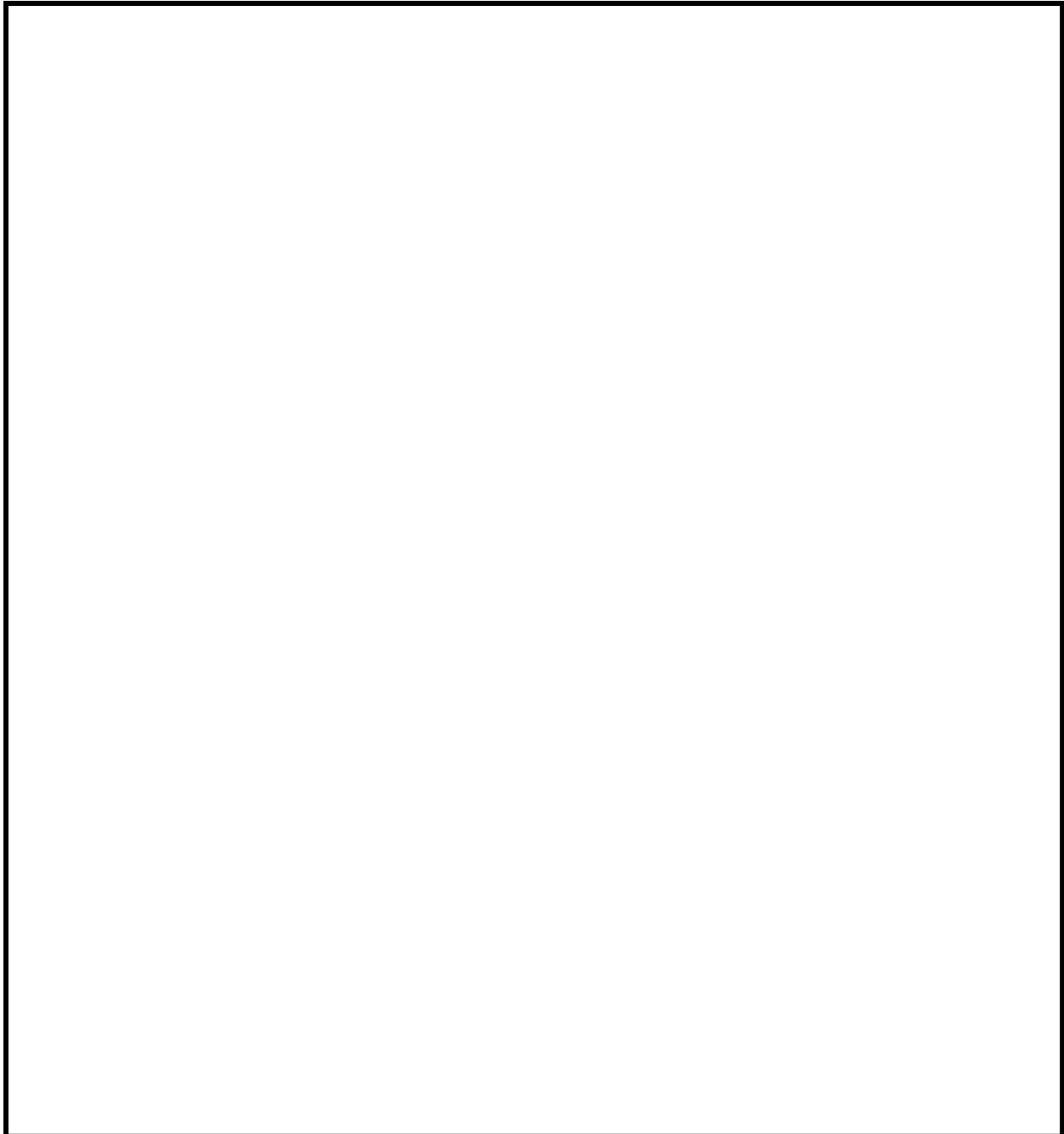


**PART J: SITE PLAN**

**REQUIREMENTS - MUST BE INCLUDED OR PERMIT WILL BE DENIED**

- LOT DIMENSIONS
- EXISTING STRUCTURES, LOCATIONS AND DIMENSIONS
- NEW CONSTRUCTION LOCATION AND DIMENSIONS
- DRIVEWAY LOCATION AND DIMENSIONS
- EASEMENT LOCATIONS
- UTILITY LOCATIONS
- INDICATE SIGNIFICANT DRAINAGE AREAS WITH WAVY LINES

**DRAW SITE PLAN TO SCALE OR ATTACH A SEPARATE PAGE**



**PART K: ACKNOWLEDGEMENTS**

THE UNDERSIGNED, HAVING APPLIED TO THE CITY OF MAROA FOR A PERMIT, ACKNOWLEDGES:

- THAT THE LAND MAY BE DRAINED IN THE GENERAL COURSE OF THE NATURAL DRAINAGE AND NO CHANGE IN THE ORIGINAL GROUND SURFACE OF THE LOT WITHIN TEN (10) FEET OF ANY LOT LINE IS ALLOWED AND;
- THAT THERE MAY BE PRIVATE COVENANTS, DECLARATIONS, CONDITIONS, AND RESTRICTIONS RUNNING WITH THE TITLE TO THE PROPERTY (THE SUBJECT OF THE PERMIT APPLICATION) WHICH REGULATE, GOVERN, CONTROL, AND AFFECT WHAT TYPE OF IMPROVEMENTS MAY BE MADE ON THE SUBJECT PROPERTY AND;
- THAT THE CITY, BY ISSUANCE OF A PERMIT, HAS NO POWER TO AND DOES NOT ABROGATE, VARY, TERMINATE, WAIVE, OR RELEASE ANY SUCH COVENANTS, DECLARATIONS, CONDITIONS AND RESTRICTIONS OF RECORD WHICH MAY BE APPLICABLE TO THE SUBJECT PROPERTY AND;
- THAT THE UNDERSIGNED REMAINS OBLIGATED TO COMPLY WITH ANY SUCH COVENANTS, DECLARATIONS, CONDITIONS, AND RESTRICTIONS OF RECORD, NOTWITHSTANDING THE FACT THAT THEY HAVE RECEIVED A PERMIT FROM THE CITY OF MAROA AND;
- THAT WHERE APPROVAL OF AN ARCHITECTURAL CONTROL COMMITTEE, OR SIMILAR PROCESS IS REQUIRED BEFORE AN IMPROVEMENT IS MADE, IT IS THE SOLE OBLIGATION OF THE UNDERSIGNED TO OBTAIN SUCH APPROVAL AND THE ISSUANCE OF THIS PERMIT BY THE CITY OF MAROA DOES NOT INDICATE OR PROVIDE SUCH APPROVAL OR OTHERWISE NEGATE THE NEED TO ACQUIRE SUCH APPROVAL UNDER ANY SUCH COVENANTS, DECLARATIONS, CONDITIONS, AND RESTRICTIONS OF RECORD WHICH MAY BE APPLICABLE TO THE SUBJECT PROPERTY AND;
- THAT THE UNDERSIGNED ASSUMES ALL RESPONSIBILITY FOR ANY WORK ASSOCIATED WITH THE PERMIT AND SHALL INDEMNIFY AND HOLD THE CITY OF MAROA HARMLESS FROM ANY LIABILITY ASSOCIATED WITH THE ISSUANCE OF THE PERMIT, INCLUDING SPECIFICALLY ANY COST ASSOCIATED WITH REMOVING IMPROVEMENTS COMPLETED IN VIOLATION OF ANY SUCH COVENANTS, DECLARATIONS, CONDITIONS, AND RESTRICTIONS OF RECORD WHICH MAY BE APPLICABLE TO THE SUBJECT PROPERTY AND;
- THAT IT IS NOT THE CITY OF MAROA’S RESPONSIBILITY TO LOCATE AND EXPOSE PROPERTY LINE MARKERS. IF A PROPERTY LINE MARKER CANNOT BE LOCATED AND EXPOSED BY THE UNDERSIGNED, OR THEIR REPRESENTATIVE, A SURVEY WILL BE REQUIRED AT THE UNDERSIGNED’S EXPENSE BEFORE ANY CONSTRUCTION OF IMPROVEMENTS CAN BEGIN AND;
- THAT ANY DISPUTE WITH ADJOINING LANDOWNERS OVER PROPERTY LINE MARKER LOCATION IS A CIVIL MATTER AND NOT THE RESPONSIBILITY OF THE CITY OF MAROA TO ADJUDICATE AND;
- THAT NO STRUCTURE SHALL BE CONSTRUCTED OVER ANY UTILITY EASEMENT AND;
- THAT INFORMATION ABOVE IS COMPLETE AND ACCURATE AND ALL CONSTRUCTION MUST BE IN ACCORDANCE WITH THE REGULATIONS SET FORTH IN THE CITY OF MAROA, CODE OF ORDINANCES **§1 17-5 BUILDING CODES ADOPTED** AND **§1 17-6 BUILDING CODE AMENDMENTS AND NOTATIONS ADOPTED** AND;
- THAT THIS DOCUMENT IS NOT A PERMIT, BUT AN APPLICATION FOR A BUILDING PERMIT AND NO CONSTRUCTION MAY BEGIN UNTIL AN ACTUAL PERMIT IS ISSUED AND POSTED.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE