



# COUNTY OF KANE Zoning Application

Kane County Government Center  
719 S. Batavia Ave, Geneva, IL 60134 - Building A | (630) 444-1236

## INTERNAL USE ONLY

CV Project No.:

Zoning Petition No.:

Date Received:

## ENTITLEMENT PROCESS (Zoning Ordinance Section 25-16-5: APPENDIX A)

The review process for a Zoning Application involves multiple steps and coordination among various stakeholders, typically spanning 4-5 months. It begins with a Pre-Application Meeting with the Technical Staff team, if you have not yet been scheduled for one of these meetings, please contact one of our Zoning Planners.

The deadline for submitting a Zoning Application for review is forty-five (45) days prior to the desired Zoning Board of Appeals (ZBA) meeting date. Please note, applicants are encouraged to submit their applications 1-2 weeks prior to the official deadline for a completeness review by a Zoning Planner to ensure a seamless review process.

If required, the petition may proceed to the Regional Planning Commission (RPC) for review and recommendations to the Zoning Board of Appeals (ZBA). The ZBA then holds a public hearing, to make recommendations to the Kane County Development Committee. The final decision is made by the Kane County Board (KCB) after reviewing all prior recommendations, with meetings typically held on the second Tuesday of each month.

## PETITION TYPE (Select All that Apply)

☐

Map Amendment (Rezoning)

☒

Special Use Permit

☐

Variance

## SUBJECT PROPERTY

Address/Common Location: 19N310 BOYER RD WEST DUNDEE IL 60118

Parcel Identification Numbers: 03-06-300-010

Township: Dundee (03)

2040 Future Land Use Designation: Resource Management

Gross Site Area (Acres): .38

Net Site Area (Acres):

Current Zoning District: F-Farming

Proposed Zoning District: F-Farming / 5 Year Interim Special Use

Current Zoning District: (Select One If Applicable)

Proposed Zoning District: (Select One If Applicable)

Current Zoning District: (Select One If Applicable)

Proposed Zoning District: (Select One If Applicable)

Current Zoning District: (Select One If Applicable)

Proposed Zoning District: (Select One If Applicable)

## PROJECT INFORMATION

Project Title: KARWOWSKI SPECIAL USE

Proposed Land Use: BUSINESS

Project Description: (Briefly describe your project below or attach a separate Project Narrative with this Application if more space is required)

Renewal of special use permit to store business vehicles, equipment onsite and materials for small family owned business for a 5-year Interim Special Use.

## ADDITIONAL PROJECT INFORMATION

1. How does the proposed use relate to the existing uses of property within the general area of the property in question?

This is a renewal of existing approved special use permit issued previously and nothing has changed. We have a small family owned business and run a construction company. We are using this space to store vehicles, equipment, trailers as well as 9 storage containers that have tools, equipment, material and feed for our livestock that is kept in them to keep things dry and no damage done due to weather conditions.

2. What are the zoning classifications of properties in the general area of the property in question?

mostly F district farming with areas in village of Algonquin.

3. How does the suitability of the property in question relate to the uses permitted under the existing zoning classification?

currently under your zoning the storage of commercial vehicles are not allowed in F district so looking to renew previous special use permit

4. What is the trend of development, if any, in the general area of the property in question?

All properties surrounding our home are zoned F within 1 mile and there is an industrial park. Also within 1 mile of our home there are others storing commercial vehicles in F district down the street. There is a property on Boyer Rd that stores lots of heavy duty trucks, businesses and people live on site, within 5 miles there are additional properties with residential and storage of equipment and containers in Kane County on Tyrell Rd.

5. How does the projected use of the property relate to the Kane County 2040 Land Use Plan?

Resource management area allows for mixed use. This is a transition area with Algonquin developing.

## PUBLIC NOTICE REQUIREMENTS

### LETTER TO ADJACENT PROPERTY OWNERS FROM THE APPLICANT

- a. The **Petitioner/Applicant** shall send a letter to all property owners within two hundred fifty feet (250') of the property lines of the parcel which is the subject of the zoning request;
- b. The purpose of this letter is to advise the surrounding neighbors that an application for a rezoning/special use/variation has been filed and to provide a brief description of the proposed project. Neighbors should be advised that a public hearing date will be forthcoming, but do not provide an official date;
- c. Certification of said notifications must be filed with the Kane County Zoning Department along with the zoning application. See 'CERTIFICATION OF NOTIFICATION OF ADJACENT PROPERTY OWNERS' form.
- d. **This letter shall be mailed at the time of Zoning Application submittal to the County.**

*Note: There are three (3) additional requirements that must be fulfilled in order to schedule a Public Hearing. 1) Letter to Adjacent Property Owners; the County will send a letter notifying all property owners within two hundred fifty feet (250') of the property lines of the parcel that a Public Hearing is scheduled for a Zoning Petition for a rezoning/special use permit. 2) Public Notice to the Local Newspaper; the County will publish the legal notice to the Kane County Chronicle newspaper within the required time frame and receive a Certificate of Publication, a copy of which may be requested by the applicant. 3) Sign Posted on Property; the County will post a public notice sign conspicuously on the property which is the subject of the rezoning or special use at the end of the right of way along a public road, street, driveway or any other easement of access at least fifteen (15) calendar days prior to the zoning board of appeals meeting. Legal Notices shall be published and postmarked not less than 15 days nor more than 30 days before the Zoning Board of Appeals Public Hearing date.*

## REQUIRED SUBMITTAL DOCUMENTS

A complete Zoning Petition shall include all documents listed below. Each document is required unless otherwise indicated.

1. **ZONING APPLICATION**
2. **STANDARDS WORKSHEET** (Submit applicable worksheet for petition type)
3. **PROJECT NARRATIVE** (When applicable)
4. **SITE PLAN** (Required for Special Use and/or Variance requests)
5. **PROOF OF OWNERSHIP** (Documentation demonstrating land ownership or legal control of the property; Petitioner must be the property owner or have legal control of the property)
6. **TRUST DISCLOSURE** (When applicable)
7. **PLAT OF SURVEY** (Shall accurately depict all current structures on the property)
8. **LEGAL DESCRIPTION** (Shall accurately describe the specific area being affected; must be submitted in a Word document)
9. **CERTIFICATION OF NOTICE** (Shall include a list of adjacent property owners & mailing addresses within 250' of the subject property; County may provide list upon request)
10. **NOTICE LETTER** (Copy of Notice Letter sent to Adjacent Properties from Petitioner)
11. **ECOLOGICAL COMPLIANCE ASSESSMENT TOOL (ECOCAT) REPORT** from the Illinois Department of Natural Resources (IDNR) (Required for Rezoning/Special Use applications involving land zoned F-Farming District)
12. **NATURAL RESOURCES INVENTORY (NRI) REPORT** from the Kane-DuPage Soil & Water Conservation District (SWCD) (Required for all Rezoning/Special Use applications)

### Submittal Instructions:

Applicants shall submit all required submittal documents digitally via email or a USB drive; for applications comprising of more than 15 documents, a paper submittal shall also be required in addition to the digital version. Paper documents shall be collated and folded to fit into an 11x17 filing folder. Digital submittals may be emailed to Keith Berkhout at [berkhoutkeith@kanecountyil.gov](mailto:berkhoutkeith@kanecountyil.gov) or Natalie Zine at [zinenatalie@kanecountyil.gov](mailto:zinenatalie@kanecountyil.gov). USB drives and/or paper submittals shall be mailed to the address provided.

COUNTY OF KANE  
Development & Community Services Department  
Attn: Zoning Division  
719 S. Batavia Ave  
Geneva, IL 60134  
Building A – 4<sup>th</sup> Floor

## ZONING FEE SCHEDULE

Prior to processing any Zoning Application, the Applicant must submit the application fee to the County for the Application Fee per Chapter 16-1: ZONING ORDINANCE FEE SCHEDULE.

REZONING AND/OR SPECIAL USE			
Residential Use		Non-Residential Use	
> 2 Acres	\$800.00	> 2 Acres	\$1,500.00
2 - 5 Acres	\$900.00	2 - 5 Acres	\$1,800.00
5 - 10 Acres	\$1,125.00	5 - 10 Acres	\$2,250.00
10+ Acres	\$1,125.00 + \$50.00/acre over 10	10+ Acres	\$2,250.00 + \$75.00/acre over 10

VARIATIONS	
10% Change or less	\$300.00
> 10% Change	\$550.00
Each additional variation request after the first.	\$50.00
Each variation request as part of a rezoning or special use petition.	\$100.00

### Online Payment Instructions:

1. Staff will send the Applicant/Primary Point of Contact an email with the fee information once a formal Application submittal has been received.
2. Please make your Zoning Application payment online at <https://ipn2.paymentus.com/rotp/kccs>.
  - a. Please make sure to select CC Zoning Application.
  - b. Enter Zoning Application Number **PLD22024XXXXXX (TBD)**
3. Once completed, please email a copy of the pdf receipt to staff for the County's records.



## APPLICANT CONTACT INFORMATION

Relationship to Project:   
Name:  Company:   
Mailing Address:   
City:  State:  Zip:   
Telephone:  E-Mail:   
☐ I am the Authorized Agent and Primary Point of Contact for this Zoning Petition Application.  
☒ I am the Legal Owner of Record of the Subject Property

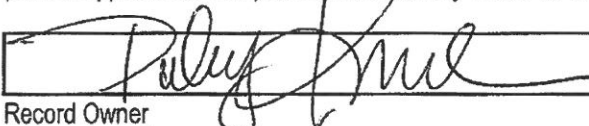
## OWNER CONTACT INFORMATION (Required if Applicant is Not Property Owner)

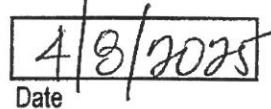
Name:  Company:   
Mailing Address:   
City:  State:  Zip:   
Telephone:  E-Mail:

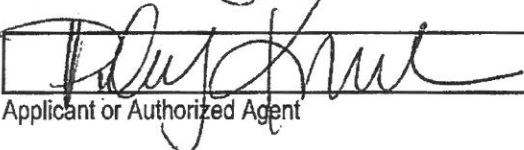
*Note: Pursuant to the state land trust disclosure act (bill 1508), if property involved is listed under "trust", a notarized certification, signed by the trust officer, giving names, addresses and percentage of interest, of all beneficiaries, is to be filed with all petitions.*

## APPLICATION VERIFICATION & AUTHORIZATION

I, the subject property owner, certify that all answers and information provided in this zoning application for a special use permit and associated documents are true, correct and complete to the best of his/her knowledge. Hereby authorize the listed authorized agent to act on my behalf in the processing of this application and to furnish, upon request, supplemental information in support of this zoning petition application. This person will act on my behalf as the point of contact for all petition related correspondence.

  
Record Owner

  
Date

  
Applicant or Authorized Agent

Date

## QUESTIONS

Additional resources are available on the [Zoning Administration](#) page of the Kane County Government website. For assistance with zoning and/or application-related questions, please contact a county Zoning Planner.

**Keith Berkhout**  
P: (630) 232-3495  
E: [berkhoutkeith@kanecountyl.gov](mailto:berkhoutkeith@kanecountyl.gov)

**Natalie Zine**  
P: (630) 232-3494  
E: [zinenatalie@kanecountyl.gov](mailto:zinenatalie@kanecountyl.gov)



# SPECIAL USE PERMIT STANDARDS

Kane County Government Center  
719 S. Batavia Ave, Geneva, IL 60134 - Building A | (630) 232-3485

## INTERNAL USE ONLY

CV Project No.:

Zoning Petition No.:

Date Received:

PETITIONER NAME: Patrycja Karwowski

SIGNATURE:

DATE: 4/8/25

## STANDARDS OF A SPECIAL USE (ZONING CODE SECTION 25-4-8-2)

Special Uses, as defined by the Zoning Ordinance, shall be considered at a public hearing before the Zoning Board of Appeals (ZBA). The ZBA shall make a recommendation to the County Board based on their Findings of Fact in regards to the Standards of a Special Use. The ZBA shall not recommend approval of a Special Use Permit unless it finds the following the statements to be true and accurate. Please respond to the following statements A - F by explaining how your proposed Special Use relates to each of these factors. Responses should be as detailed as possible - if you require additional space, you may submit a separate sheet of paper.

**A. The establishment, maintenance or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

Area to store vehicles is located away from home in rear. There are no buildings behind this area or next to it, all open fields. To the right and left of the area is land and trees as well as norway spruce that we planted when we 1st applied for the special use per the recommendation of the county. The area is well maintained and clean no hazardous material is kept on sight.

**B. The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.**

The property is fenced and well over 1000' from neighbors homes and our home. Area is behind a barn which is also fenced and when original special use was applied for over 12 norway spruce were planted as well. No one is allowed on property just us, this area is not near any streets there is also a gate and fencing in the front of entrance and area is not accessible to others unless they trespass.

**C. The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.**

no changes have been made to the property or area since original request everything is the same.

**D. Adequate utility, access roads, drainage and/or other necessary facilities have been or are being provided.**

no need for electricity is already in place there is a barn that has electricity running to it. There are no employees or workers on sign or coming to the property only us have access and only our trucks, trailers & equipment is stored along with our containers that are present along back fence behind barn

**E. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets and roads.**

Boyer rd is a road where there is traffic that utilize it to go to the stores (algonquin commons) as a back road, there is also a moving company that has a location down the street and his moving vehicles are always driving on our road.

**F. The special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the county board pursuant to the recommendations of the zoning board of appeals.**

We have a small family owned business that we operate from our home. We are not big enough or are in a place to pay to purchase a commercial property or pay thousands of \$\$ for rent. Rental is impossible to find in our area as well and we would not be able to relocate far. We are not changing anything from previous request looking for the same special use permit as previously.