



**APPLICATION FOR DEVELOPMENT APPROVAL:  
SPECIAL USE REVIEW AND APPROVAL**



This form is to be used for all Special Use applications (except Planned Developments) to be heard by the Village of Roscoe. Failure to complete this form properly will delay its consideration.

**PART I. GENERAL INFORMATION**

**A. Project Information**

1. Project/Owner Name: R & L Auto Body
2. Project Location: 5414 Edith Lane, Roscoe, IL 61073
3. Brief Project Description:  
Renewal of Special Use Permit for R & L Auto Body  
due to change in ownership. It is the same  
business on the same property.
4. Project Property Legal Description:  
- 2 parcels: 428327003 and 428327004  
- 1.5 acre site  
- 60 x 120 ft building
5. Project Property Size in Acres and Square Feet: 1.5 acres / 7,200 sq ft  
65,202 sq ft

**B. Owner Information**

1. Signature: 
2. Name: Katie M Stadler
3. Address: 4354 Woodcliff Ln, Roscoe IL 61073
4. Phone Number: 

**C. Agent Information** (Designation of an agent to act on behalf of the owner is optional.)

1. Signature: \_\_\_\_\_
2. Name: \_\_\_\_\_
3. Address: \_\_\_\_\_
4. Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Official Use Only**

App Date _____	ZBA Date(s) _____	Zoning District _____
Com Date _____	CA Date _____	Comp Plan _____
ZBA Approved _____	Approved with conditions _____	Denied _____
CA Approved _____	Approved with conditions _____	Denied _____

## PART II. APPLICATION REQUIREMENTS

The materials required to be included with an application for a Special Use are the minimum necessary to submit a complete application. Village staff, consultants, review agencies, commissions, and boards may require additional materials as necessary to fully evaluate the proposed project. All information, including this application form, must be submitted electronically in either a PDF or Word format to the email address noted below the table. If the combined file size exceeds 10MB, a Dropbox or zip file must be used.

### Official Use Only

Item # <sup>(a)</sup>	Application Material	Initial Application		Revisions		Second Set of Revisions	
		Required Materials	# Copies Received	# Copies Required	# Copies Received	# Copies Required	# Copies Received
1.	Completed Development Application	X					
2.	Project Narrative	X					
3.	Basic Application Fee	X					
4.	Agreement for Reimbursement of Professional Consulting Fees	X					
5.	Proof of Ownership	X					
6.	Agent Affidavit	X					
7.	Property Owners within 250 feet	X					
9.	Survey / Legal Description	*					
10.	Site Plan	X					
11.	Building Elevations	X					
12.	Floor Plans	X					
13.	Roof Plan	*					
14.	Color Rendering	X					
15.	Photographs of Existing Property and Area	X					
16.	Landscape Plan	X					
18.	Village Utility Impact Calculations and Report*	*					
19.	Preliminary Utility Improvement Plans*	*					
20.	Utility Letters*	*					
21.	Traffic Study*	*					
22.	IDOT Permit for Work*	*					

\*= if deemed necessary by Village staff

Submit all of the above electronically to: Janel Reidinger at [jreidinger@villageofroscoe.com](mailto:jreidinger@villageofroscoe.com)

If you have any questions, please call Janel at 815-623-2829 ext. 104.



### PART III. SITE DATA TABLE

Please fill in the following table with information about the site.

	Existing	Proposed
<u>Lot Size</u>	parcels: 428327063 and 428327004 ↙                    ↓ 0.91 acres                  0.59 acres 39,643 sqft                25,559 sqft	
<u>Lot Coverage</u> (List as both a square footage and a percentage)  To calculate this, take the square footage of all buildings and structures and divide by the total lot area.	Building 7,200 sqft = 11.04%  Uncovered lot = 58,002 sqft = 88.96%  Total = 65,202 sqft = 100%	
<u>Front Yard Setback</u>	~72 ft	
<u>Side Yard Setbacks</u>	West ~45 ft East ~125 ft	
<u>Rear Yard Setback</u>	~54 ft	
<u>Height of Tallest Structure</u>	14 ft	
<u>Number of Dwelling Units (for residential projects)</u>	N/A	
<u>Total Building Area by Floor (for non-residential projects)</u>	7,200 sqft - 1 level	

#### PART IV. JUSTIFICATION OF THE PROPOSED SPECIAL USE

Please answer all questions, but be concise and brief in your answers. If additional pages are needed to complete your answers, please be sure to include the appropriate and complete question number for each response. **Applicants are encouraged to refer to drawings or other application materials as necessary to add clarity to their answers.**

1. How is the proposed Special Use in harmony with the purposes, goals, objectives, policies and standards of the Village of Roscoe Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice, by the Village?

R&L Auto Body has held a special use permit for this property for 12+ years. R&L Auto Body will continue to support the village's economic goals by contributing to local employment<sup>and</sup> offering services to residents and nearby businesses. It will maintain compliance with safety and environmental standards and continue to minimize adverse effects on the surrounding area. We believe this is an appropriate zoning district for the business considering the surrounding businesses including an automotive repair shop across the street.

2. How will the proposed Special Use not be detrimental to the health, safety, and general welfare of the Village and not be materially injurious to properties or improvements in the vicinity?

R&L Auto Body has obtained and maintained a hazardous waste generator number (ILD984902932) with the EPA and uses Safety-Kleen to dispose of the small amount of hazardous waste generated. R&L Auto Body will continue to maintain the highest level of health and safety for our employees as well as for the Village.

3. How will adequate utilities, access roads, drainage and/or other necessary facilities be provided to the Special Use?

R&L Auto Body's property contains its own well and septic systems. They will continue to be maintained in the same manner as they have been over the past 12+ years. The auto body shop has safe and efficient access roads that do not interfere with existing traffic patterns or create hazards. The auto body shop will maintain adequate space for customer drop-offs, employee parking, and movement of vehicles to and from repair bays.

4. What measures have been taken to provide efficient ingress and egress from the Special Use site?

R&L Auto Body maintains a customer access driveway with parking and a separate employee access driveway with employee parking along with additional parking spaces for vehicles before, during, and after repairs. The lot is situated at the end of the access road and is far from any busy intersections.