

**Special Use Extension Request (v.1 2021)**

SPECIAL USE EXTENSION REQUEST  
SUBMITTED TO THE ZONING BOARD OF APPEALS

In the Matter of a Special Use Extension Request

for Address: \_\_\_\_\_

Board Calendar No. \_\_\_\_\_

Submitted by: \_\_\_\_\_,

[*check one*]  Applicant or  Applicant's Attorney

**Special Use Extension Request (v.1 2021)**

ZONING BOARD OF APPEALS OF THE CITY OF CHICAGO  
IN THE MATTER OF A SPECIAL USE EXTENSION REQUEST

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

BY APPLICANT \_\_\_\_\_

BOARD CALENDAR NO. \_\_\_\_\_

I. THE APPLICANT

The Applicant is a(n) [check one]  individual  limited liability company  corporation  
 trust  other (*please specify:* \_\_\_\_\_).

[*If the Applicant is a legal entity, please fill out this section. Otherwise skip to Section II.*]  
The Applicant's [*insert title*] \_\_\_\_\_, [*insert name*] \_\_\_\_\_  
(the "Applicant's Representative") will be present at the hearing on the Applicant's special use extension request.

[*NOTE: The Applicant or (if applicable) the Applicant's Representative **MUST** be present at the hearing.*]

II. THE SPECIAL USE

The Applicant received a special use for [*insert type of special use granted*] \_\_\_\_\_  
\_\_\_\_\_ on [*insert date*] \_\_\_\_\_ (the "Special Use").  
A copy of the resolution granting the Special Use is attached hereto as Exhibit A. In accordance with Section 17-13-0909-A of the Chicago Zoning Ordinance, a special use is valid for 12 months from the date it is granted. In accordance with Section 17-13-0909-B of the Chicago Zoning Ordinance, the Applicant has submitted this written extension request prior to the expiration of the Special Use.

III. BRIEF SUMMARY OF EXTENSION REQUEST

The Applicant seeks to extend the Special Use because \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IV. ADDITIONAL INFORMATION

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In addition to the information set forth above, the Applicant believes the documents attached as Exhibit B support its request for an extension.

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**EXHIBIT A**

*[ATTACH RESOLUTION GRANTING SPECIAL USE]*

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**EXHIBIT B**

*[ATTACH ALL OTHER DOCUMENTS NECESSARY TO SUPPORT REQUEST FOR EXTENSION]*

*[NOTE: AN ALDERMANIC SUPPORT LETTER IS **NOT** REQUIRED]*