

**BELVIDERE - BOONE COUNTY  
PLANNING DEPARTMENT**

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401 Whitney Blvd. Suite 400 - Belvidere, Illinois 61008 PH(815) 544-5271 FAX(815) 547-9214

**APPLICATION FOR TEXT AMENDMENT**

**( I N S T R U C T I O N S )**

**If you have any questions about this application, please contact the Planning Department at (815) 544-5271.**

**NOTE:** Applications can be filed at anytime. Applications will not be processed until all of the required information has been submitted. It is up the discernment of the Planner processing the case as to which meeting date(s) the case will be presented. See the attached schedule of meeting dates.

**FOR ALL TEXT AMENDMENT CASES:**

**An acceptable application includes the following:**

- 1. Completed application with the appropriate signature;**
- 2. Application fee as listed on the attached fee schedule;**
- 3. Any other information required by planning staff (ie. detailed written statement explaining the reason for the request, etc.).**

Select one of the local newspapers on the attached newspaper selection sheet for publication of your legal notice. Planning staff will prepare the legal notice and deliver it to the newspaper.