

**HOW TO SUBMIT AN APPLICATION**

- **Electronic submittal:** Each application and associated plans/documents must be submitted electronically by using the Village’s File Upload Page, available at: <http://vow.wheelingil.gov/uploads/upload.asp>.
- **Paper submittal:** In addition to the electronic submittal, three (3) hard copies (full size) of each application and associated plans/documents must be submitted to the Planning Division - Community Development Department, 2 Community Boulevard, Wheeling, IL 60090.

**APPLICATION FEES FOR 2022**

The following requests require payment of an application fee with the submittal of this application. Concept reviews, site plan reviews, and appearance reviews do not have an application fee.

Public Hearing fee for the following petitions.....	\$444.75 (PHF)
• Special use	
• Text amendment	
• Rezoning	
• Zoning variation (non-single-family remodeling)	
• Subdivision variation	
Single-family residential remodeling zoning variation fee.....	\$205.25 (PHF)
Planned Unit Development (PUD) fee:	
• 3 acres or less.....	\$778.25 (PHF)
• Each additional acre or fraction of.....	\$111.25
Subdivision fee:	
• 10 acres or less.....	\$728.00 (SFF)
• Each additional 10 acres or fraction of.....	\$145.75
Sign variation fee.....	\$380.25 (PHF)
Sign permit fee (sign permit review fee is paid at permit issuance)	
• Base permit fee.....	\$218.50
• Electrical fee.....	\$102.00
• Sign area fee.....	\$0.75 per sq. ft.
• Temporary sign fee.....	\$36.50 (M01)

**ADDITIONAL CHARGES**

**Public hearing sign damage:** The Village of Wheeling will install a temporary public hearing sign on the subject property for a public hearing request. If a public hearing sign is lost or damaged while it is posted at the subject property, the petitioner will be fined \$150/sign to cover the cost of replacement.