



CITY OF HARVEY
PLANNING DEPARTMENT
15320 BROADWAY AVENUE
HARVEY, IL 60426
(708) 210-5350 – PHONE
(708) 210-5368 – FAX

Dear Business Owner:

I would like to thank you for choosing the City of Harvey to assist you with the growth and development of your business. The City of Harvey is a developer-friendly community and we are looking forward to being an integral part of the expansion of your business. The continued growth of our Commercial Corridor enables us to view our city as part of the foundation for economic development in the south suburban region.

In this package you will find information that will assist you with the stages for business development in the City of Harvey. This packet will help to ensure that your business plans and development process closely align with the city's Municipal Ordinances as well as the future development goals of the city.

While it often appears that the role of city government is to inspect and regulate, the City of Harvey wants to make all businesses feel welcome in our community. We want to handle your project courteously, professionally and with the utmost respect all while providing you with the tools necessary to make your development a success. Please review the attached documents carefully and complete them fully and accurately. If you have questions about required information, please contact staff in the Department of Planning and Development at (708) 210-5350.

Again, thank you for choosing the City of Harvey and we look forward to meeting with you to further discuss the development of your business in our town.

Sincerely,

Department of Planning and Development



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OFFICE USE ONLY	
Date Received:	_____
Hearing Date:	_____
Case Number:	_____
Inspection Approval Date:	_____
Fees Paid::	_____
Safety Plan: Y/N	_____
Staff Initials: _____	

BUSINESS LICENSE APPLICATION

(PUBLIC HEARING MAY BE REQUIRED BEFORE THE PLANNING AND ZONING BOARD)

Applicant/Owner: _____ Date: _____
Address: _____ Phone: _____

Cell: _____

Business Name: _____
Address: _____ Phone: _____

State Tax ID: _____

Federal ID: _____

Legal Description of Property: _____

Property Tax Identification Number: _____ Zoning Classification of Property: _____
Current Use of Property: _____
Hazardous Materials Stored: Y/N If so, please list: _____

Proposed Type of Business: _____ Days/Hours of Operation: _____

Owner/Manager Name: _____ Home Phone: _____
Owner/Manager Address: _____
Date of Birth: _____ Drivers License Number: _____
Emergency Contact: _____ Phone: _____

THE FOLLOWING INFORMATION MUST BE COMPLETED ACCURATELY PRIOR TO THE ISSUANCE OF A LICENSE

Number of Employees: _____ Public Safety Sticker: (y/n) \$ _____ Vending Machines: (y/n) \$ _____
Game Machines: (y/n) \$ _____ Cigarette Machines: (y/n) \$ _____ Coin Machines: (y/n) \$ _____
Music Boxes: (y/n) \$ _____ Pool Tables: (y/n) \$ _____

APPLICANT SIGNATURE: _____ DATE: _____

THE CITY OF HARVEY RETAINS THE RIGHT TO REQUEST BACKGROUND CHECKS ON ALL APPLICANTS.

PLANNING AND ZONING BOARD OF APPEALS
MEETING DATES AND DEADLINES FOR 2008

MEETING DATES

January 16, 2008
February 20, 2008
March 19, 2008
April 16, 2008
May 21, 2008
June 18, 2008
July 16, 2008
August 20, 2008
September 17, 2008
October 15, 2008
November 19, 2008
December 17, 2008
January 21, 2009

INFORMATION DEADLINES

December 20, 2007
January 28, 2008
February 25, 2008
March 24, 2008
April 28, 2008
May 26, 2008
June 23, 2008
July 28, 2008
August 25, 2008
September 22, 2008
October 27, 2008
November 24, 2008
December 19, 2008
