

**City of Crystal Lake**  
**Planning & Economic Development Department**

100 W. Woodstock Street  
P.O. Box 597  
Crystal Lake, IL 60039-0597



Planning & ED Phone#: (815) 356-3615  
Fax #: (815) 479-1647  
economicdevelopment@crystallake.org  
[www.crystallake.org](http://www.crystallake.org)

**TARGETED DEVELOPMENT ZONE**  
**50% FEE WAIVER APPLICATION FORM**

**Economic Development Incentive Program Description**

In order to stimulate the development and redevelopment of the Routes 14, 31 and 176 commercial corridors, the City Council has designated properties within these important commercial areas as Targeted Development Zones. Properties within these corridors will be entitled to a waiver of 50% of all associated City review, permit, and inspection fees for any commercial improvement valued at \$250,000 or greater. Eligible applicants of the Targeted Development Zone Incentive waiver shall be reimbursed for 50% of their review, permit and inspection fees within 4 weeks of submitting their applications.

**How to Apply**

Following the completion of the improvements, eligible applicants shall submit the following documentation to the Planning & Economic Development Department:

- 1) Completed application form;
- 2) Copies of receipts/invoices listing the total value of improvements made (can include property acquisition and franchise fees, if applicable);
- 3) Copy of the City of Crystal Lake receipt illustrating the original payment of permit and inspection fees.

Business/Company Name: \_\_\_\_\_ Premises Phone #: \_\_\_\_\_  
Address of Business: \_\_\_\_\_ Unit or Space #: \_\_\_\_\_ PIN#: \_\_\_\_\_  
Primary Contact Name: \_\_\_\_\_ Phone #1: \_\_\_\_\_ #2: \_\_\_\_\_  
Secondary Contact Name: \_\_\_\_\_ Phone #1: \_\_\_\_\_ #2: \_\_\_\_\_  
Total number of employees: \_\_\_\_\_ Annual sales: \_\_\_\_\_  
Term of lease (if applicable): \_\_\_\_\_ Square footage of business: \_\_\_\_\_

\_\_\_\_\_  
Signature – Business owner or agent                      Printed Name – Business owner or agent                      Date

Email – Business owner or agent: \_\_\_\_\_



**OFFICE USE ONLY:**

Permit fee receipts: \_\_\_\_\_ Invoices: \_\_\_\_\_ Value of investment: \_\_\_\_\_ C/O: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_