



APPLICATION FOR PLANNED UNIT DEVELOPMENT

ADDRESS OF SUBJECT PROPERTY: _____

NAME OF APPLICANT(S): _____

INTEREST IN PROPERTY: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NAME OF PROPERTY OWNER/TRUSTEE(S): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NAME OF ATTORNEY (IF APPLICABLE): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NAME OF ENGINEER (IF APPLICABLE): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NAME OF ARCHITECT (IF APPLICABLE): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

VILLAGE PERSONNEL: Provide the following information for any officer or employee of the Village with an interest in the Owner, Applicant, Consultant or the Subject Property and the nature and extent of that interest.

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

EMAIL: _____ PHONE: _____ FAX: _____

NATURE/EXTENT OF INTEREST: _____



PERMANENT INDEX NUMBER OF SUBJECT PROPERTY (TAX ID NO.): _____

CURRENT ZONING CLASSIFICATION: _____

ADJACENT ZONING CLASSIFICATION:

NORTH: _____

SOUTH: _____

EAST: _____

WEST: _____

ZONING STANDARDS/STATEMENT OF COMPLIANCE:

REQUIREMENT	CODE SECTION	CODE REGULATION	PROPOSED
MIN. LOT AREA			
MIN. LOT WIDTH			
MIN. LOT DEPTH			
MIN. FRONT SETBACK			
MIN. INTERIOR SIDE SETBACK			
MIN. CORNER SIDE SETBACK			
MIN. REAR YARD SETBACK			
BUILDING COVERAGE			
IMPERVIOUS SURFACE COVERAGE			
BUILDING HEIGHT			
BUILDING HEIGHT SETBACK PLANE			
LOADING*			
PARKING*			

**If there are parking or loading requirements for the Subject Property, please provide detailed calculation of both the required and proposed number of spaces.*

REQUIRED DOCUMENTATION: All required documents must be submitted in hard copy (2 copies) and in digital form (1 copy).

- STATEMENT OF AGREEMENT TO REIMBURSE COSTS (separate document)
- PROOF OF OWNERSHIP (current title policy report or deed and current title search)
- LEGAL DESCRIPTION
- PLAT OF SURVEY (certified by registered land surveyor)
- SITE LOCATION MAP



- SITE PLAN
- BUILDING ELEVATIONS/SCHEMATICS
- TRAFFIC CIRCULATION PLAN
- TRAFFIC IMPACT ANALYSIS
- DRAINAGE PLAN
- UTILITIES STUDY
- LANDSCAPE PLAN
- SCHEDULE OF EXCEPTIONS FROM VILLAGE REGULATIONS
- NEIGHBORING OWNERS/AFFIDAVIT OF MAILING* (see page 3)

* The Applicant must notify the occupants/tax assesses (as shown on the records of the Proviso Township Assessor) of all properties located within 250 feet of the boundary lines of the Subject Property, excluding public rights-of-way (see §3.3 of Zoning Code) of the date, time, place and purpose of the hearing on the Variation. The Village will prepare a legal Notice of Hearing. Applicant must mail the Notice not less than 15 nor more than 30 days prior to the scheduled hearing date to all occupants/tax assesses. The applicant/agent must then fill out, sign, and notarize the Affidavit of Mailing form, returning that form and the list of all persons, addresses and PIN numbers to which Notice was sent, to the Village.

SUMMARY OF PROPOSED PLANNED UNIT DEVELOPMENT AND PRELIMINARY PLAN: (Attach additional pages if necessary.)

MINIMUM REQUIREMENTS FOR A PRELIMINARY PLAN OF A PLANNED UNIT DEVELOPMENT:

- a. Plat of survey of the parcel(s) of land comprising the zoning lot on which the planned unit development is proposed. The plat shall be drawn to scale, showing actual dimensions of the zoning lot, including all parcels within the zoning lot, and shall show all improvements to the zoning lot existing at the time of application.
- b. Proof of ownership of all parcels encompassing the zoning lot.
- c. A site location map drawn to an appropriate scale showing the proposed planning unit development in relation to surrounding streets and property located within 600 feet in all directions of the development site. The map shall indicate the location, height and land use of all existing buildings and structures immediately adjacent to the development site.
- d. A site plan, drawn to an appropriate scale, showing:
 - i. The location, ground area, height, bulk and approximate dimensions of all existing and proposed buildings and structures within the planned development.
 - ii. The use or uses to be made of such existing and proposed buildings and structures.
 - iii. The dimensions of all perimeter setbacks and the distance between all buildings and structures.



- iv. The location and dimensions of all pedestrian walkways, driveways, streets, parking and loading facilities, including the number of parking spaces serving each building or land use type and all parking related screening and landscaping.
 - v. The location, height, design and illumination characteristics of all external lighting fixtures within the development.
 - vi. The location and dimensions of any areas proposed to be conveyed, dedicated or reserved for parks, parkways, playgrounds, places of worship, school sites, public buildings or for any other public or quasi-public use.
- e. Typical building elevations and schematic design presentations indicating the general architectural character or all proposed buildings and structures.
- f. A traffic circulation plan and traffic impact analysis prepared by a qualified professional indicating the proposed movement of vehicles, goods and pedestrians within the planned unit development, and to and from adjacent streets, and the impact of the proposed planned unit development upon existing traffic patterns. Such studies shall also include an examination of the adequacy of on-site parking facilities, vehicular circulation patterns and pedestrian access and safety.
- g. A drainage plan prepared by a qualified professional indicating the manner in which surface drainage will be controlled and managed, consistent with all Village and other governmental jurisdictions, regulations and requirements.
- h. A utilities study prepared by a qualified professional indicating the adequacy of the utility systems serving the proposed planned unit development, including water distribution lines, sanitary sewers and storm water drainage facilities.
- i. A landscape plan prepared by a qualified landscape architect indicating the general character of all proposed landscaping, screening and fencing, including all open space areas around buildings and structures.
- j. A separate schedule setting forth any proposed exceptions to any Village regulations, citing by Section number each regulation from which an exception is sought.

APPROVAL STANDARDS FOR A VARIATION: No Planned Unit Development (Preliminary Plan) shall be approved unless the Planning and Zoning Commission and the Village Board of Trustees make specific written findings that the Planned Unit Development is in the public interest, including, but not limited to, evaluation of the standards noted below. (*You may attach additional pages if necessary.*)

a. Is the site or zoning lot upon which the planned unit development is to be located adaptable to the unified development process?



b. Will the proposed planned unit development be detrimental to or endanger the public health, safety, comfort or general welfare of any portion of the community?

c. Will the proposed planned unit development be injurious to the use and enjoyment of other property in the vicinity for the purposes already permitted?

d. Will the proposed planned unit development diminish or impair property values within the neighborhood?

e. Will the proposed planned unit development impede the normal and orderly development and improvement of surrounding property for uses permitted in the zoning district?

f. Is there provision for adequate utilities, drainage, off-street parking and loading, pedestrian access and all other necessary facilities?

g. Is there provision for adequate vehicular ingress and egress designed to minimize traffic congestion in the public streets?



h. Are the location and arrangement of structures, parking areas, walks, lighting and appurtenant facilities, compatible with the surrounding neighborhood and adjacent land uses?

i. Is any part of the proposed planned unit development which is not to be used for structures, parking and loading areas, or access ways, suitably landscaped?

j. Is the planned unit development in the specific location proposed consistent with the spirit and intent of the Code and adopted Comprehensive Plan?

OWNER/APPLICANT REPRESENTATIONS:

The Owner states that he and/or she consent to the filing of this application and that all information contained herein is true and correct to the best of his and/or her knowledge.

Name of Owner (print): _____ **Date:** _____

Signature of Owner: _____ **Date:** _____

The applicant certifies that all of the information contained in this application is correct to the best of applicant's knowledge. The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application.

Name of Applicant (print): _____ **Date:** _____

Signature of Applicant: _____ **Date:** _____

FINAL PLANNED UNIT DEVELOPMENT PLAN PROCEDURE



Within 1 year following the approval of the Preliminary Planned Unit Development Plan, the applicant shall file with the Zoning Administrator a Final Plan containing, in final form, all information required in Section II(1) above. If the planned unit development is to be developed in phases, the applicant need only file a Final Plan for the phase being developed. Every Final Plan shall, in addition, contain the information and documentation listed in Section 5.6 D (1) of the Zoning Code.

REVOCACTION OF PLANNED UNIT DEVELOPMENT PERMIT

A planned unit development permit shall expire if construction work has not begun within 18 months from the date of authorization by the Village Board (or such longer time period as is contained in the ordinance approving the planned unit development). The applicant can request an extension of the time to begin construction so long as the applicant files such a request prior to the expiration of the initial construction commencement deadline. If an applicant files a timely extension request, the Village Board may authorize a single extension of not more than 12 months without a public notice and public hearing.

CONDITIONS AND GUARANTEES

The Planning and Zoning Commission may recommend, and the Village Board may impose, such conditions and restrictions upon the establishment, location, construction, maintenance and operation of the planned unit development as deemed necessary to guarantee performance of all condition. Failure to maintain such conditions and restrictions shall constitute grounds for revocation of the planned unit development permit. The conditions or restrictions imposed in connection with the planned unit development shall be set forth in the ordinance approving the planned unit development.

SIGN REQUIREMENTS FOR ALL PUBLIC HEARINGS

Under Section 3.3C of the Zoning Code, a sign provided by the Village of La Grange Park must be posted in front of the property at least 15 days, but not more than 30 days prior to the scheduled hearing. The Applicant must maintain the sign during the required time period.

APPLICATION FEE

An application fee of \$500.00, payable to the Village of La Grange Park, must accompany this Application.

REIMBURSEMENT OF FEES REQUIRED DEPOSIT AMOUNT

A deposit in the amount of \$5,000.00, payable to the Village of La Grange Park, must accompany this Application and the executed Reimbursement of Fees Agreement.

Revised February 2018