



United City of Yorkville

800 Game Farm Road
Yorkville, Illinois 60560
Telephone: 630-553-4350
Fax: 630-553-3436

PC # _____

APPLICATION & PETITION ANNEXATION, PLANNED UNIT DEVELOPMENT, ZONING OR SPECIAL USE REQUEST

Development Name: _____ Date of Submission: _____

Requesting: Annexation Zoning Planned Unit Development
 Special Use: _____

1. Name of Petitioner(s): _____

Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Relationship of Petitioner(s) to subject property:

Owner Developer Contract Purchaser

2. Name of holder of legal title, if different from #1: _____

If legal title is held in a Land Trust, list the names of all holders of any beneficial interest therein: _____

3. a). (i). Street address and physical location of subject property:

(ii). Zoning of surrounding parcels:

North: _____

South: _____

East: _____

West: _____

b). Legal description of property; attach as Exhibit "A".

c). Total Acreage: _____

d). Kendall County Parcel Number(s) of property: _____

e). Current Zoning Classification: _____

f). Zoning Classification Requested: _____

g). Is this property within City limits? _____ Yes _____ No, requesting annexation

4. Names and addresses of any adjoining or contiguous landowners and landowners within 500' entitled to notice of petition under any applicable City ordinance or State Statute:
Attach a separate list and label as Exhibit "B".

5. List all governmental entities or agencies required to receive notice under Illinois law:

6. List the Illinois Business Tax Number (IBT#) for the State of Illinois and names of businesses located on subject property to be annexed: _____

7. Does a flood plain exist on the subject property? _____

8. Do Electors reside on the subject property? _____

If so, they must execute this petition to annex. (Electors as defined by Illinois Law is a resident of the parcel who is a registered voter. Legal owners of the annexing parcel must sign the petition regardless of place of residence or legal voting status.)

9. Contact Information: Name, address, phone number, fax number, and email address of person to whom inquiries regarding this petition may be directed:

Attorney: Name: _____
Address: _____
Phone Number: _____ Fax Number: _____
Email Address: _____

Engineer: Name: _____
Address: _____
Phone Number: _____ Fax Number: _____
Email Address: _____

Land Planner: Name: _____
Address: _____
Phone Number: _____ Fax Number: _____
Email Address: _____

10. Submit the following to the Community Development Department in order to be scheduled for the necessary committee meetings. An incomplete submittal could delay the scheduling of your project.

- a. Original application with legal description plus 35 copies.
- b. Appropriate filing fee (Please refer to page 4 of this application to "Petitioner Route, Step 1, Fees" and/or contact the Community Development Department for verification of this amount.)
- c. Concept or Preliminary Site Plan: 35 sets folded to fit in a 10" x 13" envelope.
- d. **One CD containing one electronic copy (pdf) of each of the signed application (complete with exhibits) legal description, and site plan.**

In witness whereof the following petitioner(s) have submitted this application under oath and verify that to the best of their knowledge its contents are true and correct and swear that the property to be annexed is contiguous to the United City of Yorkville.

Date: _____

| Petitioner(s) Signature: (All legal property owners' signatures must appear on this application.)

_____	_____
_____	_____
_____	_____

Subscribed and sworn to before me this _____ day of _____, 200_____.

Notary Seal

THIS APPLICATION MUST BE NOTARIZED.

ANNEXATION, PLANNED UNIT DEVELOPMENT, ZONING OR SPECIAL USE REQUEST PETITIONER ROUTE

Step 1: Petitioner must submit a completed application, fees* and all pertinent materials to the Community Development Department a minimum of 45 days prior to the targeted Plan Commission meeting. Petitioner is responsible for making submittals to other review agencies such as Kendall County, Illinois Department of Transportation, Illinois Department of Natural Resources, U.S. Army Corps of Engineers, etc., to allow timely review by City.

- *Fees:
- a. Annexation or Annexation and Rezoning - \$250 plus \$10 per acre for each acre over 5 acres
 - b. Rezoning only - \$200 plus \$10 per acre for each acre over 5 acres
 - c. Special Use - \$250 plus \$10 per acre for each acre over 5 acres
 - d. Engineering Review Fees - 1.25% of the approved engineer's estimate of cost of all land improvements, to be determined by City Engineer.
 - e. Planned Unit Development fee - \$500
 - f. Engineering Review Deposit - up to 1 acre = \$1,000;
 over 1 acre but not over 10 = \$2,500
 over 10 acres, but not over 40 = \$5,000
 over 40 acres, but not over 100 = \$10,000
 over 100 acres = \$20,000
 - g. Deposit for Outside Consultants - under 2 acres = \$1,000
 2 to 10 acres = \$2,500
 over 10 acres = \$5,000

Note: Owner/Developer will be responsible for payment of recording fees and costs, public hearing costs including a written transcription of public hearing and outside consultant costs (i.e. legal review, land planner, zoning coordinator, environmental, etc.). Should Owner/Developer not pay these fees directly, they will be responsible for reimbursing the United City of Yorkville for the aforementioned fees and costs.

Note: *You must present your plan at each of the meetings below as indicated.*

Step 2: Plan Council: The Plan Council meets the 2nd and 4th Thursday of the month at 9:00 a.m. in the city conference Room. Upon recommendation by the Plan Council, you will move forward to the Plan Commission Meeting. Attendees to this meeting include: Community Development Director, City Engineer, Zoning Official, Public Works Director, Director of Parks and Recreation, Fire Department Representative, and Police Department representative.

Step 3: Park Board planning meeting: The Park Board makes recommendations on any park sites included in residential developments. The Park Board planning meeting is the 4th Thursday of each month at 7:00 p.m. at the Parks and Recreation Office at 201 W. Hydraulic Street.

Step 4: Plan Commission: The Plan Commission meets the 2nd Wednesday of each month at 7:00 p.m. in the Yorkville public library at 902 Game Farm Road. The Plan Commission will make a recommendation for the City Council's consideration. The Plan Commission consists of 10 members appointed by the Mayor.

A public hearing will be held at this time for the Annexation Agreement and/or Rezoning request or Special Use request. Notice will be given by publication by the United City of Yorkville in the Kendall County Record and certified mail by the petitioner to adjacent property owners within 500 ft. of the subject property no less than fifteen days and no more than 30 days prior to the public hearing date. A certified affidavit must be filed by the petitioner with the Community Development Department's office containing the names, addresses and permanent parcel numbers of all property owners.

Step 5 - Economic Development Committee: The Economic Development Committee meets the 1st Tuesday of the month at 7:00 p.m. in the Conference Room at City Hall. The project will be discussed in an informal atmosphere where no formal voting takes place. This session is to discuss and consider recommendations of prior committee meetings.

Step 6: City Council: A public hearing is required for annexation or PUD agreements. The City Council meets the 2nd or 4th Tuesday of the month at 7:00 p.m. in the Council Chambers at City Hall.

A public hearing will be held at this time for the Annexation Agreement and/or Planned Unit Development Agreement. Notice will be given by publication by the United City of Yorkville in the Kendall County Record. A certified mailing to surrounding landowners is not required for this public hearing. Any annexation agreement, PUD agreement or development agreement must be signed by the Petitioner prior to being voted on by the City Council.

Agreement:

I understand and accept all requirements, fees as outlined as well as any incurred Administrative and Planning Consultant Fees which must be current before this project can proceed to the next scheduled committee meeting.

Please sign and return this original (retaining a copy for your records) to the Community Development Department, United City of Yorkville, 800 Game Farm Road, Yorkville, Illinois 60560.

Date: _____

Signature of Petitioner