



United City of Yorkville
800 Game Farm Road
Yorkville, Illinois, 60560
Telephone: 630-553-4350
Fax: 630-553-7575
Website: www.yorkville.il.us

APPLICATION FOR PLANNED UNIT DEVELOPMENT

INTENT AND PURPOSE:

Planned Unit Developments (PUD) are unique and differ substantially from conventional subdivisions. Therefore they require administrative processing as “special uses” under this title. PUD are a complex type of special use, potentially consisting of various land uses and design elements, requiring the establishment of more specific procedures, standards and exceptions from the strict application of the zoning district regulations to guide the recommendations of the Plan Commission and the action of the City Council. Under this procedure, well-planned residential, industrial/manufacturing, commercial and other types of land uses, individually or in combination, may be developed with design flexibility allowing for full utilization of the topographical and environmental characteristics of the site.

This packet explains the process to successfully submit and complete an Application for a Planned Unit Development. It includes a detailed description of the process and the actual application itself. Please type the required information in the application on your computer. The application will need to be printed and signed by the applicant. The only item that needs to be submitted to the City from this packet is the application. The rest of the packet is to help guide you through the process unto completion.

For a complete explanation of what is legally required throughout the PUD process, please refer to “Title 10, Chapter 13 Planned Unit Developments” of the Yorkville, Illinois City Code.

PRE-APPLICATION CONFERENCE WITH CITY STAFF (ALL OPTIONS)

Petitioner must contact the City Administrator or designee to arrange a pre-application conference. The pre-application conference is an informal discussion of the proposed PUD plan. The staff shall review and provide input on the proposal’s compatibility with the goals and policies of the city. The staff will also decide whether the existing zoning and land use in the general area of the PUD is appropriate. No commitments will be made, nor will any statements or opinions made by the staff be considered binding.

CONCEPT PUD PLAN REVIEW (OPTIONS B AND C)

Petitioner may request informal feedback of the overall PUD concept plan by the City Council at a regularly scheduled public meeting. The City Council meets on the 2nd and 4th Tuesday of the month. The Concept PUD Plan shall be submitted no less than forty five (45) days before the next available City Council meeting. The items submitted shall include:

- Application
- Appropriate Filing fee
- Aerial photograph
- Zoning plat
- Written explanation of the general character of proposed PUD
- Written description of general site information
- Conceptual PUD sketch or land plan

The City Council will conduct an informal review of the conceptual PUD plan and provide the petitioner with general comments.

Petitioner will be responsible for payment of recording fees and public hearing costs, including written transcripts of the public hearing and outside consultant costs (i.e. legal review, land planner, zoning coordinator, environmental, etc.). The petitioner will be required to establish a deposit account with the city to cover these fees. The Petitioner Deposit Account/Acknowledgement of Financial Responsibility form is attached to this document and must be submitted with the application.



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OPTION A

Pre-Application Conference with City Staff (required)

Preliminary PUD Plat Review
 Minimum of 45 days prior to Planning & Zoning Commission Meeting

Plan Council Meeting
 Planning & Zoning Commission Meeting
 City Council Meeting

Final PUD Plat Review
 Minimum of 45 days prior to Planning & Zoning Commission Meeting

Submittal of Final Plans
 Planning & Zoning Commission Public Hearing
 City Council Meeting

OPTION B

Pre-Application Conference with City Staff (required)

Concept PUD Plat Review (Optional)
 Minimum of 45 days prior to City Council Meeting

Submittal of concept plan, application, and other pertinent information

Preliminary PUD Plat Review
 Minimum of 45 days prior to Planning & Zoning Commission Meeting

Plan Council Meeting
 Planning & Zoning Commission Meeting
 City Council Meeting

Final PUD Plat Review
 Minimum of 45 days prior to Planning & Zoning Commission Meeting

Submittal of Final Plans
 Planning & Zoning Commission Public Hearing
 City Council Meeting

OPTION C

Pre-Application Conference with City Staff (required)

Concept PUD Plat Review
 Minimum of 45 days prior to City Council Meeting

Submittal of concept plan, application, and other pertinent information

Special Use for PUD
 Approval of Concept Plan
 Minimum of 45 days prior to Planning & Zoning Commission Meeting

Plan Council Meeting
 Planning & Zoning Commission Public Hearing

Preliminary PUD Plat Review
 Minimum of 45 days prior to Planning & Zoning Commission Meeting

Plan Council Meeting
 Planning & Zoning Commission Meeting
 City Council Meeting

Final PUD Plat Review
 Minimum of 45 days prior to Planning & Zoning Commission Meeting

Submittal of Final Plans
 Planning & Zoning Commission Public Hearing
 City Council Meeting

NOTE:
 The Preliminary PUD Plat and Final PUD Plat may be submitted and reviewed concurrently, as determined by the City Staff during the optional Conceptual Review. By combining the the two stages, the overall time the process takes will be shortened.



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SPECIAL USE REQUEST (OPTION C)

Petitioner may apply for Special Use Permit of the Concept Plan as a PUD from the Planning and Zoning Commission. This step is recommended for those who wish to progress through the PUD process without any official plans completed but seek City Council's final concurrence with the proposed plans. Section 10-13-10 of the City's Zoning Ordinance establishes conditions by which the Plan Commission may recommend approval of a special use for a PUD. The Preliminary and Final PUD plans must still be approved by the Plan Commission at a later date. The Certified Mailing Affidavit form is attached to this document and must be submitted prior to the scheduled Planning and Zoning Commission meeting.

PRELIMINARY PUD PLAT REVIEW (ALL OPTIONS)

Petitioner must request approval of the Preliminary PUD Plan and must submit the application and plans no less than forty five (45) days before the next available Planning and Zoning Commission hearing. The Planning and Zoning Commission meets on the 2nd Wednesday of the month. The city staff will first conduct a review at a Plan Council meeting. This will be followed by a public hearing held by the Planning and Zoning Commission. The Planning and Zoning Commission will submit its recommendation to City Council who will make the final decision on the Preliminary PUD Plan.

FINAL PUD PLAT REVIEW (ALL OPTIONS)

Petitioner must request final approval of the PUD plan and must submit the application and plans no less than forty five (45) days before the next available Plan Commission hearing. A public hearing will be conducted by the Plan Commission. The Commission will submit its recommendation to City Council who will make the final decision on the Final PUD Plan.

The Preliminary PUD Plat and Final PUD Plat may be submitted and reviewed concurrently, as determined by the city staff during the optional Conceptual Review. By combining the two stages, the overall time the process takes will be shortened.

DORMANT APPLICATIONS

The Community Development Director shall determine if an application meets or fails to meet the requirements stated above. If the Director determines that the application is incomplete it will become dormant under these circumstances:

- The petitioner has been notified of such deficiencies and has not responded or provided a time line for completing the application within ninety (90) days from the time of notification.
- The petitioner has not responded in writing to a request for information or documentation from the initial planning and zoning commission review within six (6) months from the date of that request.
- The petitioner has not responded to a request for legal or engineering deposit replenishment for city incurred costs and fees within ninety (90) days from the date of the request.

If the Community Development Director has sent the required notice and the petitioner has not withdrawn their application or brought it into compliance, then the director shall terminate the application. After termination, the application shall not be reconsidered except after the filing of a completely new application.

Withdrawal or termination of an application shall not affect the petitioner's responsibility for payment of any costs and fees, or any other outstanding debt owed to the city. The balance of any funds deposited with the city that is not needed to pay for costs and fees shall be returned to the petitioner. (Ord. 2011-34, 7-26-2011)



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INVOICE & WORKSHEET PETITION APPLICATION			
CONCEPT PLAN REVIEW	<input type="checkbox"/> Engineering Plan Review deposit	\$500.00	Total: \$
AMENDMENT	<input type="checkbox"/> Annexation <input type="checkbox"/> Plan <input type="checkbox"/> Plat <input type="checkbox"/> P.U.D.	\$500.00 \$500.00 \$500.00 \$500.00	Total: \$
ANNEXATION	<input type="checkbox"/> \$250.00 + \$10 per acre for each acre over 5 acres		Total: \$
	$\underline{\hspace{2cm}} - 5 = \underline{\hspace{2cm}}$ # of Acres Acres over 5	$\times \$10 = \underline{\hspace{2cm}}$ Amount for Extra Acres	$+ \$250 = \$ \underline{\hspace{2cm}}$ Total Amount
REZONING	<input type="checkbox"/> \$200.00 + \$10 per acre for each acre over 5 acres		Total: \$
	<i>If annexing and rezoning, charge only 1 per acre fee; if rezoning to a PUD, charge PUD Development Fee - not Rezoning Fee</i>		
	$\underline{\hspace{2cm}} - 5 = \underline{\hspace{2cm}}$ # of Acres Acres over 5	$\times \$10 = \underline{\hspace{2cm}}$ Amount for Extra Acres	$+ \$200 = \$ \underline{\hspace{2cm}}$ Total Amount
SPECIAL USE	<input type="checkbox"/> \$250.00 + \$10 per acre for each acre over 5 acres		Total: \$
	$\underline{\hspace{2cm}} - 5 = \underline{\hspace{2cm}}$ # of Acres Acres over 5	$\times \$10 = \underline{\hspace{2cm}}$ Amount for Extra Acres	$+ \$250 = \$ \underline{\hspace{2cm}}$ Total Amount
ZONING VARIANCE	<input type="checkbox"/> \$85.00 + \$500.00 outside consultants deposit		Total: \$
PRELIMINARY PLAN FEE	<input type="checkbox"/> \$500.00		Total: \$
PUD FEE	<input type="checkbox"/> \$500.00		Total: \$
FINAL PLAT FEE	<input type="checkbox"/> \$500.00		Total: \$
ENGINEERING PLAN REVIEW DEPOSIT	<input type="checkbox"/> Less than 1 acre <input type="checkbox"/> Over 1 acre, less than 10 acres <input type="checkbox"/> Over 10 acres, less than 40 acres <input type="checkbox"/> Over 40 acres, less than 100 acres <input type="checkbox"/> Over 100 acres	\$5,000.00 \$10,000.00 \$15,000.00 \$20,000.00 \$25,000.00	Total: \$
OUTSIDE CONSULTANTS DEPOSIT	<i>Legal, land planner, zoning coordinator, environmental services</i> For Annexation, Subdivision, Rezoning, and Special Use:		Total: \$
	<input type="checkbox"/> Less than 2 acres <input type="checkbox"/> Over 2 acres, less than 10 acres <input type="checkbox"/> Over 10 acres	\$1,000.00 \$2,500.00 \$5,000.00	
TOTAL AMOUNT DUE:			



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DATE:	PZC NUMBER:	DEVELOPMENT NAME:	
PETITIONER INFORMATION			
NAME:		COMPANY:	
MAILING ADDRESS:			
CITY, STATE, ZIP:		TELEPHONE:	
EMAIL:		FAX:	
PROPERTY INFORMATION			
NAME OF HOLDER OF LEGAL TITLE:			
IF LEGAL TITLE IS HELD BY A LAND TRUST, LIST THE NAMES OF ALL HOLDERS OF ANY BENEFICIAL INTEREST THEREIN:			
PROPERTY STREET ADDRESS:			
DESCRIPTION OF PROPERTY'S PHYSICAL LOCATION:			
CURRENT ZONING CLASSIFICATION:		REQUESTED ZONING CLASSIFICATION:	
COMPREHENSIVE PLAN FUTURE LAND USE DESIGNATION:		TOTAL ACREAGE:	
LIST ALL GOVERNMENTAL ENTITIES OR AGENCIES REQUIRED TO RECEIVE NOTICE UNDER ILLINOIS LAW:			
ZONING AND LAND USE OF SURROUNDING PROPERTIES			
NORTH:			
EAST:			
SOUTH:			
WEST:			
KENDALL COUNTY PARCEL IDENTIFICATION NUMBER(S)			



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PROPERTY INFORMATION

IS THE PROPERTY WITHIN CITY LIMITS?

YES

NO

DOES A FLOODPLAIN EXIST ON THE PROPERTY?

YES

NO

ATTACHMENTS

Petitioner must attach a legal description of the property to this application and title it as "Exhibit A".

Petitioner must list the names and addresses of any adjoining or contiguous landowners within five hundred (500) feet of the property that are entitled notice of application under any applicable City Ordinance or State Statute. Attach a separate list to this application and title it as "Exhibit B".



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ATTORNEY INFORMATION

NAME: _____ COMPANY: _____

MAILING ADDRESS: _____

CITY, STATE, ZIP: _____ TELEPHONE: _____

EMAIL: _____ FAX: _____

ENGINEER INFORMATION

NAME: _____ COMPANY: _____

MAILING ADDRESS: _____

CITY, STATE, ZIP: _____ TELEPHONE: _____

EMAIL: _____ FAX: _____

LAND PLANNER/SURVEYOR INFORMATION

NAME: _____ COMPANY: _____

MAILING ADDRESS: _____

CITY, STATE, ZIP: _____ TELEPHONE: _____

EMAIL: _____ FAX: _____

AGREEMENT

I VERIFY THAT ALL THE INFORMATION IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND AND ACCEPT ALL REQUIREMENTS AND 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.

I UNDERSTAND ALL OF THE INFORMATION PRESENTED IN THIS DOCUMENT AND UNDERSTAND THAT IF AN APPLICATION BECOMES DORMANT IT IS THROUGH MY OWN FAULT AND I MUST THEREFORE FOLLOW THE REQUIREMENTS OUTLINED ABOVE.

PETITIONER SIGNATURE

DATE

OWNER HEREBY AUTHORIZES THE PETITIONER TO PURSUE THE APPROPRIATE ENTITLEMENTS ON THE PROPERTY.

OWNER SIGNATURE

DATE



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PETITIONER DEPOSIT ACCOUNT/ ACKNOWLEDGMENT OF FINANCIAL RESPONSIBILITY

PROJECT NUMBER:	FUND ACCOUNT NUMBER:	PROPERTY ADDRESS:
APPLICATION/APPROVAL TYPE <i>(check appropriate box(es) of approval requested)</i> :		
<input type="checkbox"/> CONCEPT PLAN REVIEW	<input type="checkbox"/> AMENDMENT (TEXT)	<input type="checkbox"/> ANNEXATION
<input type="checkbox"/> SPECIAL USE	<input type="checkbox"/> MILE AND 1/2 REVIEW	<input type="checkbox"/> ZONING VARIANCE
<input type="checkbox"/> FINAL PLANS	<input type="checkbox"/> PLANNED UNIT DEVELOPMENT	<input type="checkbox"/> FINAL PLAT
<input type="checkbox"/> REZONING		
<input type="checkbox"/> PRELIMINARY PLAN		
PETITIONER DEPOSIT ACCOUNT FUND: It is the policy of the United City of Yorkville to require any petitioner seeking approval on a project or entitlement request to establish a Petitioner Deposit Account Fund to cover all actual expenses occurred as a result of processing such applications and requests. Typical requests requiring the establishment of a Petitioner Deposit Account Fund include, but are not limited to, plan review of development approvals/engineering permits. Deposit account funds may also be used to cover costs for services related to legal fees, engineering and other plan reviews, processing of other governmental applications, recording fees and other outside coordination and consulting fees. Each fund account is established with an initial deposit based upon the estimated cost for services provided in the INVOICE & WORKSHEET PETITION APPLICATION . This initial deposit is drawn against to pay for these services related to the project or request. Periodically throughout the project review/approval process, the Financially Responsible Party will receive an invoice reflecting the charges made against the account. At any time the balance of the fund account fall below ten percent (10%) of the original deposit amount, the Financially Responsible Party will receive an invoice requesting additional funds equal to one-hundred percent (100%) of the initial deposit if subsequent reviews/fees related to the project are required. In the event that a deposit account is not immediately replenished, review by the administrative staff, consultants, boards and commissions may be suspended until the account is fully replenished. If additional funds remain in the deposit account at the completion of the project, the city will refund the balance to the Financially Responsible Party. A written request must be submitted by the Financially Responsible Party to the city by the 15th of the month in order for the refund check to be processed and distributed by the 15th of the following month. All refund checks will be made payable to the Financially Responsible Party and mailed to the address provided when the account was established.		
ACKNOWLEDGMENT OF FINANCIAL RESPONSIBILITY		
NAME:	COMPANY:	
MAILING ADDRESS:		
CITY, STATE, ZIP:	TELEPHONE:	
EMAIL:	FAX:	
FINANCIALLY RESPONSIBLE PARTY: I acknowledge and understand that as the Financially Responsible Party, expenses may exceed the estimated initial deposit and, when requested by the United City of Yorkville, I will provide additional funds to maintain the required account balance. Further, the sale or other disposition of the property does not relieve the individual or Company/ Corporation of their obligation to maintain a positive balance in the fund account, unless the United City of Yorkville approves a Change of Responsible Party and transfer of funds. Should the account go into deficit, all City work may stop until the requested replenishment deposit is received.		
_____ PRINT NAME	_____ TITLE	
_____ SIGNATURE	_____ DATE	
ACCOUNT CLOSURE AUTHORIZATION		
DATE REQUESTED: _____	<input type="checkbox"/> COMPLETED	<input type="checkbox"/> INACTIVE
PRINT NAME: _____	<input type="checkbox"/> WITHDRAWN	<input type="checkbox"/> COLLECTIONS
SIGNATURE: _____	<input type="checkbox"/> OTHER	
DEPARTMENT ROUTING FOR AUTHORIZATION:	<input type="checkbox"/> COM. DEV.	<input type="checkbox"/> BUILDING
	<input type="checkbox"/> ENGINEERING	<input type="checkbox"/> FINANCE
	<input type="checkbox"/> ADMIN.	



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CHECKLIST

CONCEPT PUD PLAN REVIEW

TWENTY (20) PAPER COPIES FOLDED TO FIT IN A 10" X 13" ENVELOPE AND TWO (2) ELECTRONIC COPIES OF THE FOLLOWING:

- A COMPLETED NOTARIZED APPLICATION FORM, TWO (2) ORIGINALS AND THE REMAINDER PHOTOCOPIES.
- APPROPRIATE FILING FEE.
- AERIAL PHOTOGRAPH EXHIBIT OF THE PROPERTY TAKEN WITHIN THE LAST TWO (2) YEARS. THE AERIAL PHOTOGRAPH EXHIBIT SHALL BE ONE-INCH EQUALS ONE-HUNDRED (1" = 100) SCALE, BUT NO LESS THAN ONE-INCH EQUALS FOUR HUNDRED (1" = 400) AND SHALL INCLUDE THE FOLLOWING:
 - TITLE OR NAME OF THE PROPOSED PLANNED UNIT DEVELOPMENT.
 - OUTLINE OF PROPERTY BOUNDARIES.
 - ADJACENT AREA WITHIN ONE-FOURTH (1/4) MILE OF PROPERTY.
 - ZONING PLAT INCLUDING A LEGAL DESCRIPTION OF THE PROPERTY WITH TOTAL PROPERTY ACREAGE NOTATED TO BE INCLUDED IN THE PLANNED UNIT DEVELOPMENT.
 - WRITTEN EXPLANATION OF THE GENERAL CHARACTER OF THE PROPOSED PLANNED UNIT DEVELOPMENT THAT SHALL INCLUDE THE FOLLOWING:
 - A DESCRIPTION OF ALL PROPOSED LAND USES (INCLUDING OPEN SPACE) WITH PERCENTAGES OF EACH USE.
 - PROJECTED DENSITIES AND HOUSING TYPE FOR EACH RESIDENTIAL USE.
 - DESCRIPTION OF THE DEVELOPMENT STANDARDS AND DESIGN CRITERIA APPLICABLE TO THE PROPOSED PLANNED UNIT DEVELOPMENT.
 - OUTLINE DESCRIBING WHY THE PROPERTY SHOULD BE DEVELOPED AS A PLANNED UNIT DEVELOPMENT.
 - IDENTIFICATION OF THE CONVENTIONAL ZONING CLASSIFICATION ALLOWING THE USES FOR EACH LAND USE TYPE INCLUDED AND COMPATIBILITY TO THE FUTURE LAND USE DESIGNATION FOR THE PROPERTY IN THE CITY'S OFFICIAL COMPREHENSIVE PLAN.
 - IDENTIFICATION OF EXISTING USES AND ZONING OF ADJACENT PROPERTIES TO THE PLANNED UNIT DEVELOPMENT.
 - A LIST OF REQUESTED EXCEPTIONS TO APPLICABLE CITY ORDINANCES AND CODES.
 - A WRITTEN DESCRIPTION OF GENERAL SITE INFORMATION THAT SHOULD INCLUDE, BUT SHALL NOT BE LIMITED TO, THE FOLLOWING, IF KNOWN OR AVAILABLE:
 - EXISTING SITE CONDITIONS.
 - ENVIRONMENTAL CHARACTERISTICS.
 - AVAILABILITY OF COMMUNITY FACILITIES AND UTILITIES.
 - EXISTING COVENANTS.
 - A CONCEPTUAL PLANNED UNIT DEVELOPMENT SKETCH OR LAND PLAN. THE SKETCH OR LAND PLAN SHALL PROVIDE SUFFICIENT DETAIL TO DEMONSTRATE THE PHYSICAL RELATIONSHIP BETWEEN THE EXISTING LAND CONDITION, SURROUNDING LAND USES AND THE PROPOSED PLANNED UNIT DEVELOPMENT, AND SHALL INCLUDE THE FOLLOWING:
 - NORTH ARROW (TRUE MERIDIAN), SCALE AND DATE OF PREPARATION.
 - NAME AND ADDRESS OF THE LAND PLANNER, SURVEYOR, OR ENGINEER WHO PREPARED THE PLAN.
 - NAME OF PROPERTY OWNER.
 - NAME OF PETITIONER/DEVELOPER.



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- PROPOSED NAME OF THE PLANNED UNIT DEVELOPMENT.
- LOCATION MAP SHOWING THE LOCATION OF THE PLANNED UNIT DEVELOPMENT WITHIN OR PROXIMITY TO THE CORPORATE BOUNDARIES.
- BOUNDARY AND/OR PROPERTY LINES OF PROPOSED DEVELOPMENT AND DIMENSIONS OF THE LOTS INTO WHICH THE PROPERTY IS PROPOSED TO BE SUBDIVIDED.
- PROPOSED LAND USES, AND TOTAL ACREAGE AND PERCENT OF THE SITE DEVOTED TO EACH LAND USE INCLUDING MINIMUM AND AVERAGE LOT SIZES AND PROPOSED DEDICATION OF LAND FOR SCHOOL AND PARK SITES, IF APPLICABLE.

PRELIMINARY PUD PLAN REVIEW

TWENTY (20) PAPER COPIES FOLDED TO FIT IN A 10" X 13" ENVELOPE AND TWO (2) ELECTRONIC COPIES OF THE FOLLOWING:

- A COMPLETED NOTARIZED APPLICATION FORM, TWO (2) ORIGINALS AND THE REMAINDER PHOTOCOPIES.
- APPROPRIATE FILING FEE.
- DISCLOSURE OF BENEFICIARIES FORM AND STATEMENT OF PRESENT AND PROPOSED OWNERSHIP OF ALL LAND WITHIN THE DEVELOPMENT.
- AN AERIAL PHOTOGRAPH EXHIBIT OF THE PROPERTY TAKEN WITHIN THE LAST TWO (2) YEARS OF THE ADJACENT AREA WITHIN ONE-FOURTH (1/4) MILE OF PROPERTY. THE AERIAL PHOTOGRAPH EXHIBIT SHALL BE ONE-INCH EQUALS ONE-HUNDRED (1" = 100) SCALE, BUT NO LESS THAN ONE-INCH EQUALS FOUR HUNDRED (1" = 400).
- WRITTEN EXPLANATION OF THE CHARACTER OF THE PLANNED UNIT DEVELOPMENT AND THE REASONS WHY IT HAS BEEN PLANNED TO VARY FROM THE CONVENTIONAL ZONING ORDINANCE REGULATIONS. THIS EXPLANATION SHALL DETAIL HOW THE PROPOSED PLANNED UNIT DEVELOPMENT MEETS THE OBJECTIVES OF ALL OFFICIAL PLANS WHICH AFFECT THE SUBJECT PROPERTY.
- PRELIMINARY PLANNED UNIT DEVELOPMENT PLAT. THE PLAT SHALL BE A DETAILED PLAN WHICH INCLUDES AT A MINIMUM, THE FOLLOWING INFORMATION:
 - TITLE NOTATION STATING "PRELIMINARY PLAT" OR "PRELIMINARY PLAN".
 - NORTH ARROW, SCALE (NOT LESS THAN 1 INCH EQUALS 100 FEET) AND DATE OF PREPARATION.
 - NAME AND ADDRESS OF THE LAND PLANNER, ENGINEER OR SURVEYOR WHO PREPARED THE PLAN.
 - NAME OF PROPERTY OWNER.
 - NAME OF PETITIONER/DEVELOPER.
 - PROPOSED NAME OF THE PLANNED UNIT DEVELOPMENT OR SUBDIVISION NAME, WHICH SHALL NOT DUPLICATE THE NAME OF ANY PLAT PREVIOUSLY RECORDED IN KENDALL COUNTY.
 - LOCATION MAP SHOWING THE GENERAL AREA OF THE PLANNED UNIT DEVELOPMENT WITHIN OR PROXIMITY TO THE CORPORATE BOUNDARIES.
 - LEGAL DESCRIPTION PREPARED BY A REGISTERED LAND SURVEYOR.
 - BOUNDARY LINES – BEARINGS AND DISTANCES.
 - SITE DATA, INCLUDING, AS APPLICABLE:
 - CURRENT ZONING CLASSIFICATION.
 - TOTAL AREA OF PROPERTY IN SQUARE FEET AND ACREAGE, AND PERCENTAGE OF EACH PROPOSED LAND USE.
 - SQUARE FOOTAGE AND PERCENT OF SITE COVERAGE WITH BUILDINGS.
 - SQUARE FOOTAGE AND PERCENT OF SITE COVERAGE WITH IMPERVIOUS SURFACES.
 - SQUARE FOOTAGE AND PERCENT OF SITE COVERED DEDICATED TO COMMON OPEN SPACE SUCH AS STORM WATER MANAGEMENT SYSTEMS, LANDSCAPING AND BUFFERS, PARKS, TRAIL CORRIDORS AND RECREATIONAL AREAS.
 - TOTAL NUMBER OF OFF-STREET PARKING AND LOADING SPACES PROVIDED AND METHOD USED TO CALCULATE THE NUMBER OF REQUIRED SPACES FOR EACH LAND USE.
 - TOTAL NUMBER OF BUILDINGS
 - TOTAL NUMBER OF RESIDENTIAL DWELLING UNITS BY TYPE, AND THE NUMBER OF BEDROOMS IN EACH DWELLING UNIT TYPE.
 - GROSS FLOOR AREA FOR ALL NON-RESIDENTIAL BUILDINGS/USES.
 - GROSS AND NET DENSITIES FOR THE OVERALL PLANNED UNIT DEVELOPMENT AND FOR EACH LAND USE.



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- RESIDENTIAL DENSITY: PROVIDE INFORMATION ON THE DENSITY OF RESIDENTIAL USES, INCLUDING DWELLING UNITS PER ACRE, DWELLING UNITS PER NET ACRE; GROSS AND NET RESIDENTIAL DENSITY (DWELLING UNITS PER ACRE OF LAND DEVOTED TO RESIDENTIAL SECTORS OF THE PUD; GROSS BEING ALL LAND, NET BEING GROSS ACRES MINUS LAND USED FOR PUBLIC OR COMMON USAGE). INFORMATION SHOULD ALSO BE PROVIDED FOR EACH UNIT IN THE PLANNED UNIT DEVELOPMENT, IF APPLICABLE.
- NON-RESIDENTIAL INTENSITY: PROVIDE INFORMATION ON THE TYPE AND AMOUNT OF NON-RESIDENTIAL USES INCLUDING BUILDING LOCATIONS, SIZES, FLOOR AREA RATIO, BUILDING HEIGHT, THE AMOUNT AND LOCATION OF COMMON OPEN SPACE.
- MINIMUM, MAXIMUM AND AVERAGE LOT SIZES.
- PERCENT OF LOT COVERAGE FOR ALL USES EXCEPT DETACHED SINGLE-FAMILY AND DUPLEX.
- DEPICTION OF LOTS:
 - RESIDENTIAL LOTS SHALL DEPICT APPROXIMATE LOT DIMENSIONS; BUILDING FOOTPRINTS FOR ALL MULTI-FAMILY AND SINGLE-FAMILY ATTACHED STRUCTURES; AND DIMENSIONED REQUIRED YARD SETBACKS.
 - NON-RESIDENTIAL LOTS SHALL DEPICT BUILDING FOOTPRINTS AND DIMENSIONED SETBACKS. INFORMATION REGARDING PURPOSE/USE AND HEIGHT OF NON-RESIDENTIAL BUILDINGS SHALL ALSO BE PROVIDED.
- EXISTING ZONING AND LAND USE OF ADJACENT PROPERTY WITHIN FIVE HUNDRED FEET (500') OF ALL SIDES OF THE SITE.
- OTHER CONDITIONS OF ADJOINING LAND – OWNERS OF UN-PLATTED LAND; SUBDIVISION PLAT NAME, RECORDING DATE AND NUMBER OF ADJOINING PLATTED LAND; ACTUAL DIRECTION AND GRADIENT OF GROUND SLOPE, INCLUDING ANY EMBANKMENTS OR RETAINING WALLS; CHARACTER AND LOCATION OF MAJOR BUILDINGS, RAILROADS, POWER LINES AND TOWERS.
- MUNICIPAL LIMITS.
- SCHOOL DISTRICT BOUNDARIES.
- EXISTING EASEMENTS – LOCATION, WIDTH AND PURPOSE.
- LOCATION OF EXISTING STREETS IN, AND ADJACENT TO, THE PROPERTY INCLUDING: STREET NAME, RIGHT-OF-WAY WIDTH, EXISTING AND PROPOSED CENTER LINES, PAVEMENT TYPE, WALKS, TRAILS, CURBS, GUTTERS, CULVERTS, ETC.
- PROPOSED PUBLIC IMPROVEMENTS SUCH AS HIGHWAYS AND OTHER MAJOR IMPROVEMENTS PLANNED BY PUBLIC AUTHORITIES FOR FUTURE CONSTRUCTION ON OR NEAR THE PROPERTY.
- EXISTING UTILITIES ON, AND ADJACENT TO, THE PROPERTY INCLUDING: LOCATION, SIZE AND INVERT ELEVATION OF SANITARY AND STORM SEWERS; LOCATION AND SIZE OF WATER MAINS; LOCATION OF GAS LINES, FIRE HYDRANTS, ELECTRIC AND TELEPHONE LINES (ABOVE AND BELOW GROUND) AND STREET LIGHTS; DIRECTION AND DISTANCE TO, AND SIZE OF NEAREST WATER MAINS AND SEWERS ADJACENT TO THE PROPERTY SHOWING INVERT ELEVATIONS.
- GROUND ELEVATIONS ON THE PROPERTY AND ON THE FIRST FIFTY FEET (50') OF ALL ADJACENT PARCELS SHOWING A MINIMUM OF ONE FOOT (1') CONTOURS FOR LAND WHICH SLOPES LESS THAN ONE-HALF (½) PERCENT ALONG WITH ALL BREAKS IN GRADES, AND ALL DRAINAGE CHANNELS OR SWALES, AND AT SELECTED POINTS NOT MORE THAN ONE HUNDRED FEET (100') APART IN ALL DIRECTIONS; FOR LAND THAT SLOPES MORE THAN ONE-HALF (½) PERCENT SHOWING A MINIMUM OF TWO FOOT (2') CONTOURS. ANY LAND WITHIN THE ONE HUNDRED (100) YEAR FLOODPLAIN, AS DETERMINED BY THE CITY ENGINEER OR AN OUTSIDE CONSULTANT, SHALL ALSO BE SHOWN.
- SUBSURFACE CONDITIONS ON THE PROPERTY SHALL BE SHOWN, IF DEEMED REQUIRED BY THE CITY ENGINEER OR AN OUTSIDE CONSULTANT. THIS INCLUDES THE LOCATION AND RESULTS OF TESTS MADE TO SUBSURFACE SOIL, ROCK AND GROUNDWATER CONDITIONS, DEPTH TO GROUNDWATER, UNLESS TEST PITS ARE DRY AT A DEPTH OF FIFTEEN FEET (15'); LOCATION AND RESULTS OF A SOIL PERCOLATION TEST IF INDIVIDUAL SEWAGE DISPOSAL SYSTEMS ARE PROPOSED.
- WATER COURSES, MARSHES, ROCK OUTCROP, WOODED AREAS, EXISTING VEGETATION, ISOLATED TREES FOUR INCHES (4") OR MORE IN DIAMETER AT BREST HEIGHT, EXISTING STRUCTURES AND OTHER SIGNIFICANT FEATURES.
- LOCATION OF ALL PROPOSED OFF-STREET PARKING AND LOADING AREAS, INCLUDING DIMENSIONS OF PARKING SPACES, DRIVE AISLES AND LOADING ZONES.
- CONFIGURATION OF ALL LAND PROPOSED AS OPEN SPACE INCLUDING STORM WATER MANAGEMENT AREAS, PARKS, BUFFERS, AND TRAIL CORRIDORS.
- ALL SITES TO BE CONVEYED, DEDICATED, OR RESERVED FOR PARKS, SCHOOL SITES, PUBLIC BUILDINGS, AND SIMILAR PUBLIC AND QUASI-PUBLIC USES.
- PEDESTRIAN AND/OR BICYCLE CIRCULATION SYSTEMS.
- LIMITS OF JURISDICTIONAL AND NON-JURISDICTIONAL WETLANDS.
- ANY OTHER DATA REASONABLY NECESSARY TO PROVIDE AN ACCURATE OVERVIEW OF THE PROPOSED DEVELOPMENT



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APPLICATION FOR PLANNED UNIT DEVELOPMENT

- PRELIMINARY LANDSCAPE PLAN INDICATING THE NAME, VARIETY, SIZE, LOCATION AND QUANTITIES OF PLANT MATERIAL FOR ALL COMMON AND DEDICATED AREAS INCLUDING PARKWAYS, BUFFER AREAS, STORM WATER BASINS, WETLANDS, ENTRY AREAS, MEDIANS, AND PARKING LOT ISLANDS. THE LANDSCAPE PLAN SHALL ALSO DEPICT PERMANENT SIGNS AND STREET FIXTURES, AND A DETAIL PLAN OF LANDSCAPING FOR A TYPICAL BUILDING AREA.
- PRELIMINARY ENGINEERING PLAN WHICH SHALL BE DRAWN ON A PRINT OF THE PROPOSED LAND USE PLAN. THE PROPOSED PLAN SHALL ILLUSTRATE AN APPROPRIATE LOCATION AND DIMENSIONS OF ALL SANITARY SEWERS, STORM SEWERS, AND WATER LINES FOR ALL PROPOSED LAND USES, DRAINAGE DITCHES, CULVERTS AND STORM WATER RETENTION/DETENTION AREAS, AS WELL AS ALL UTILITY EASEMENTS, AND BE ACCOMPANIED WITH:
 - A FEASIBILITY REPORT OR STATEMENT FROM THE SANITARY DISTRICT ATTESTING TO THE CAPABILITY OF THE EXISTING SEWER SYSTEM AND WASTEWATER TREATMENT FACILITY TO SERVICE THE PROPOSED DEVELOPMENT.
 - PRELIMINARY STORMWATER REPORT.
 - PRELIMINARY MASS GRADING PLAN.
 - TRAFFIC ANALYSIS OR STUDY, PREPARED BY A TRANSPORTATION ENGINEER OR PLANNER, WHICH ANALYZES THE IMPACT CAUSED BY THE PLANNED UNIT DEVELOPMENT ON THE STREET AND HIGHWAY SYSTEMS.
- ARCHITECTURAL DRAWINGS. PRELIMINARY ARCHITECTURAL DRAWINGS FOR ALL PRIMARY BUILDINGS AND ACCESSORY BUILDINGS SHALL BE SUBMITTED WHICH INCLUDE:
 - TYPICAL ELEVATIONS (FRONT, REAR AND SIDE) FOR PROPOSED RESIDENTIAL AND NONRESIDENTIAL BUILDINGS, WHICH IDENTIFY MATERIALS AND COLOR STYLING PROPOSED FOR ALL ELEMENTS OF THE BUILDING.
 - PROPOSED BUILDING HEIGHTS.
 - ROOF PLAN FOR ALL NONRESIDENTIAL STRUCTURES, WHICH SHOWS THE PROPOSED LOCATION OF ALL ROOF MOUNTED MECHANICAL EQUIPMENT.
- DEVELOPMENT PLAN SCHEDULE INDICATING:
 - STAGES IN WHICH THE PROJECT WILL BE BUILT, WITH EMPHASIS ON AREA, DENSITY, USE OF PUBLIC FACILITIES, AND OPEN SPACE TO BE DEVELOPED WITH EACH STAGE.
 - EACH STAGE AS A SEPARATE UNIT. THE UNIT SHALL BE DESCRIBED AND MAPPED ON THE PROJECT. OVERALL DESIGN OF EACH UNIT SHALL BE SHOWN ON THE PLAN AND THROUGH SUPPORTING GRAPHIC MATERIALS.
 - DATES FOR BEGINNING AND COMPLETION OF EACH STAGE.

THE PLAN COMMISSION OR CITY COUNCIL MAY REQUIRE PREPARATION AND SUBMITTAL, AT THE PETITIONER'S EXPENSE, OF THE FOLLOWING FOR REVIEW AND EVALUATION:

- FISCAL IMPACT STUDY, DETAILING THE ESTIMATED COST WHICH THE PLANNED UNIT DEVELOPMENT WILL HAVE ON ALL TAXING BODIES, AND ANTICIPATED REVENUES TO SUCH TAXING BODIES WHICH WILL BE REALIZED FROM EACH PHASE OF DEVELOPMENT. INFORMATION SHALL INCLUDE DETAILED ESTIMATES ON:
 - EXPECTED POPULATION OF THE DEVELOPMENT;
 - IMPACT ON SERVICE AND/OR OPERATING COSTS TO BE INCURRED BY EACH TAXING BODY AS A RESULT OF THE DEVELOPMENT;
 - ANY MAJOR CAPITAL INVESTMENTS REQUIRED, IN PART OR IN WHOLE, BY EACH TAXING BODY DUE TO THE DEVELOPMENT;
- PROPOSED COVENANTS, CONDITIONS AND RESTRICTIONS AND/OR HOMEOWNER ASSOCIATION BYLAWS.
- ENVIRONMENTAL ANALYSIS OR STUDY, PREPARED BY AN ENVIRONMENTAL SPECIALIST, WHICH ANALYZES THE MAJOR IMPACTS THE PLANNED UNIT DEVELOPMENT MAY HAVE ON THE ENVIRONMENT INCLUDING, BUT NOT LIMITED TO:
 - THE EFFECTS ON DISCRETE ECOSYSTEMS
 - DETERIORATED AIR QUALITY IN THE IMMEDIATE VICINITY AND ALONG ARTERIAL AND COLLECTOR ROADWAYS LEADING TO THE PLANNED UNIT DEVELOPMENT FROM A SPECIFIED DISTANCE DETERMINED BY THE CITY ENGINEER OR CONSULTANT
 - ANY DETERIORATION IN THE GROUNDWATER OR SURFACE WATER QUALITY
 - EFFECT ON SENSITIVE LAND AREAS SUCH AS FLOODPLAINS, WETLANDS, FORESTS, AQUIFER RECHARGE AREAS, HISTORIC BUILDINGS OR STRUCTURES, PRAIRIE LANDSCAPES, AND MINERAL RESOURCE RESERVES.
- MARKET STUDY INDICATING THE EXTENT OF MARKET DEMAND FOR THE USES PROPOSED IN THE PLANNED UNIT DEVELOPMENT INCLUDING AN ANALYSIS OF DEMOGRAPHICS, SALES POTENTIALS, COMPETITIVE ALIGNMENT, AN ASSESSMENT OF THE MARKET SHARE OR OPPORTUNITY GAPS, AND MARKETING POSITIONING OF EACH COMPONENT OF THE PLANNED UNIT DEVELOPMENT.



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FINAL PUD PLAN REVIEW

TWENTY (20) PAPER COPIES FOLDED TO FIT IN A 10" X 13" ENVELOPE AND TWO (2) ELECTRONIC COPIES OF THE FOLLOWING:

- A COMPLETED NOTARIZED APPLICATION FORM, TWO (2) ORIGINALS AND THE REMAINDER PHOTOCOPIES.
- APPROPRIATE FILING FEES.
- FINAL PLANNED UNIT DEVELOPMENT PLAT. THE PLAT SHALL BE A DETAILED PLAN WHICH INCLUDES, AT A MINIMUM, THE FOLLOWING INFORMATION:
 - AN ACCURATE LEGAL DESCRIPTION OF THE ENTIRE AREA UNDER THE IMMEDIATE DEVELOPMENT WITHIN THE PLANNED UNIT DEVELOPMENT.
 - A SUBDIVISION PLAT OF ALL SUBDIVIDED LANDS IN THE SAME FORM AND MEETING ALL THE REQUIREMENTS OF THE YORKVILLE SUBDIVISION CONTROL ORDINANCE AND MUNICIPAL CODE.
 - AN ACCURATE LEGAL DESCRIPTION OF EACH SEPARATE UNSUBDIVIDED USE AREA, INCLUDING COMMON OPEN SPACE.
 - DESIGNATION OF EXACT LOCATION OF ALL BUILDINGS TO BE CONSTRUCTED, AND A DESIGNATION OF THE SPECIFIC INTERNAL USES TO WHICH EACH BUILDING SHALL BE PUT, INCLUDING CONSTRUCTION DETAILS.
 - ILLUSTRATE CENTER LINE ELEVATIONS, PAVEMENT TYPE, CURBS, GUTTERS, CULVERTS, ETC., AND A PROPOSED STREET NUMBERING DESIGNATION SHALL ALSO BE FURNISHED FOR EACH BUILDING.
 - CONSTRUCTION PLANS DETAILING THE DESIGN, CONSTRUCTION OR INSTALLATION OF SITE AMENITIES; INCLUDING BUILDINGS, LANDSCAPING, STORM WATER DETENTION FACILITIES AND OTHER SITE IMPROVEMENTS.
 - CERTIFICATES, SEALS, AND SIGNATURES REQUIRED FOR THE DEDICATION OF LAND AND RECORDING OF THE DOCUMENT.
 - TABULATIONS ON EACH SEPARATE UNSUBDIVIDED USE AREA, INCLUDING LAND AREA, NUMBER OF BUILDINGS, AND NUMBER OF DWELLING UNITS PER ACRE.
 - CONSTRUCTION SCHEDULE – A FINAL CONSTRUCTION SCHEDULE INDICATING:
 - STAGES IN WHICH THE PROJECT WILL BE BUILT, WITH EMPHASIS ON AREA, DENSITY, USE OF PUBLIC FACILITIES, AND OPEN SPACE TO BE DEVELOPED WITH EACH STAGE.
 - EACH STAGE AS A SEPARATE UNIT. THE UNIT SHALL BE DESCRIBED AND MAPPED ON THE PROJECT. OVERALL DESIGN OF EACH UNIT SHALL BE SHOWN ON THE PLAN AND THROUGH SUPPORTING GRAPHIC MATERIALS.
 - DATES FOR BEGINNING AND COMPLETION OF EACH STAGE.
- COMMON OPEN SPACE DOCUMENTS: ALL COMMON OPEN SPACE, AT THE DISCRETION OF THE CITY COUNCIL, SHALL BE:
 - CONVEYED TO A CITY OR PUBLIC CORPORATION, OR CONVEYED TO A NOT-FOR-PROFIT CORPORATION OR ENTITY ESTABLISHED FOR THE PURPOSE OF BENEFITTING THE OWNERS AND RESIDENTS OF THE PLANNED UNIT DEVELOPMENT OR ADJOINING PROPERTY OWNERS OF ANY ONE OR MORE OF THEM. ALL LANDS CONVEYED HEREUNDER SHALL BE SUBJECT TO THE RIGHT OF THE GRANTEE OR GRANTEES TO ENFORCE MAINTENANCE AND IMPROVEMENT OF THE COMMON OPEN SPACE; OR
 - GUARANTEED BY A RESTRICTIVE COVENANT DESCRIBING THE OPEN SPACE AND ITS MAINTENANCE AND IMPROVEMENT, RUNNING WITH THE LAND FOR THE BENEFIT OF RESIDENTS OF THE PLANNED UNIT DEVELOPMENT OR ADJOINING PROPERTY OWNERS AND/OR BOTH.
 - SUCH DOCUMENTS SHALL ALSO PROVIDE THAT THE CITY SHALL HAVE THE RIGHT, BUT NOT THE OBLIGATION, TO PERFORM NECESSARY MAINTENANCE OF THE COMMON OPEN SPACE, AND SHALL HAVE THE AUTHORITY TO PLACE A LIEN AGAINST THE INDIVIDUALLY-OWNED PROPERTY IN THE PLANNED UNIT DEVELOPMENT FOR THE COSTS THEREOF.
- PUBLIC AND QUASI-PUBLIC FACILITIES – GUARANTEE OF PERFORMANCE: ALL PUBLIC AND QUASI-PUBLIC FACILITIES AND IMPROVEMENTS MADE NECESSARY AS A RESULT OF THE PLANNED UNIT DEVELOPMENT, INCLUDING BUT NOT LIMITED TO, PARKS, SCHOOLS, RECREATIONAL AREAS, ETC., SHALL GUARANTEE THE COMPLETION OF SUCH, AS SET FORTH IN THE YORKVILLE SUBDIVISION CONTROL ORDINANCE, EXCEPT WHERE VARIED BY THE APPROVED FINAL PLAT.
- FINAL COVENANTS, CONDITIONS AND RESTRICTIONS AND/OR HOMEOWNER ASSOCIATION BYLAWS.
- DELINQUENT TAXES – A CERTIFICATE SHALL BE FURNISHED FROM THE COUNTY TAX COLLECTOR THAT NO DELINQUENT TAXES EXIST AND THAT ALL SPECIAL ASSESSMENTS CONSTITUTING A LIEN ON THE WHOLE, OR ANY PART, OF THE PROPERTY OF THE PLANNED UNIT DEVELOPMENT HAVE BEEN PAID.