

HOW TO PETITION THE CITY FOR PLANNED UNIT DEVELOPMENT

The Joliet Zoning Ordinance provides for a special type of zoning approval which may be granted in any of the zoning districts and which is called Planned Unit Development (PUD). Under the provisions of the PUD section (Sec.47-15A.8 of the Zoning Ordinance), the City may grant approval for specific development plans, which include variation from the strict requirements of the district zoning regulations. A planned unit development must meet certain criteria for superior design and site planning, and the application process is as follows:

1. Applicant meets with the Community Development Department or Planning Division to discuss the proposed development and PUD requirements.
2. The PUD process involves two steps: preliminary and final submissions. Applicant prepares and files a preliminary planned unit development application with the following supporting materials at least 27 days before the Plan Commission meeting:
 - a. Ten (10) copies of a preliminary site plan showing existing conditions, as well as proposed (similar to a preliminary plat), with topography, proposed grading, location of buildings, utilities, drainage, and right-of-ways
 - b. Two (2) copies of preliminary engineering plans for extension of utilities, public improvements, and drainage
 - c. Elevations and floor plans of proposed buildings
 - d. Landscaping plans
 - e. Written material to include: phasing of PUD, scope of development, financial plan, marketing plan, and ownership of open space. Ten (10) copies will be required of any material larger than 8 1/2" x 14".
3. Staff reviews preliminary submission at the Design Review meeting. Applicant is urged to attend this meeting.
4. Staff prepares report to Plan Commission.
5. Plan Commission holds a public hearing on the request and makes a recommendation to the City Council.
6. City Council reviews the request and acts on recommendation.

7. Applicant files for final planned unit development approval with the same supporting materials as above, only in final form (ten (10) copies of final PUD required). A cost estimate and two (2) copies of final engineering plans are required at this stage in a PUD.
8. Staff reviews final planned unit development at the Design Review meeting.
9. Plan Commission holds a public hearing on request and makes a recommendation to the City Council.
10. City Council acts on recommendation of Plan Commission subject to the receipt of performance bond or letter of credit for public improvements, 1 ¼ percent inspection fee, and irrevocable offer of dedication.
11. City records PUD after receipt of conditions noted above.
12. Applicant shall begin construction of all on-site development of a PUD within thirty-six (36) months of Council approval.
13. Applicant may request a two-year extension of PUD approval after review of progress with the Plan Commission.
14. Any minor revision to an approved planned unit development, such as additional house plans, locations of buildings, etc., may be approved by the Plan Commission at a Study Session of a regular meeting without a public hearing or City Council action.

ESTIMATED TIME FROM RECEIPT OF PETITION TO CITY COUNCIL ACTION: 45-60 DAYS

CASE NO. _____

DATE FILED: _____

**CITY PLAN COMMISSION
JOLIET, ILLINOIS**

**PETITION FOR A PLANNED UNIT DEVELOPMENT
(Check One)**

_____ **Preliminary**
_____ **Final**

NAME OF PUD: _____

NAME OF PETITIONER: _____

HOME ADDRESS: _____

CITY, STATE, ZIP: _____

HOME PHONE: _____

CELL #: _____ E-MAIL: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP: _____

BUSINESS PHONE: _____

INTEREST OF PETITIONER: _____

NAME OF LOCAL AGENT: _____

ADDRESS: _____ PHONE: _____

OWNER: _____

HOME ADDRESS: _____

CITY, STATE, ZIP: _____

HOME PHONE: _____

CELL #: _____ E-MAIL: _____

BUSINESS ADDRESS: _____ PHONE: _____

CITY, STATE, ZIP: _____

BUSINESS PHONE: _____

ENGINEER: _____

ADDRESS: _____ PHONE: _____

LAND SURVEYOR: _____

ADDRESS: _____ PHONE: _____

ATTORNEY: _____

ADDRESS: _____ PHONE: _____

LEGAL DESCRIPTION OF PROPERTY: _____

COMMON ADDRESS: _____

PERMANENT INDEX NUMBER (Tax No.): _____

SIZE: _____

NO. OF LOTS: _____

PRESENT USE: _____ EXISTING ZONING: _____

USES OF SURROUNDING PROPERTIES: North: _____

South: _____

East: _____

West: _____

Name of Park District: _____

Date Contacted Park District: _____

Is any open space/park site being offered as part of a preliminary PUD? _____

If yes, what amount? _____

(Acknowledgment by Park District Official) _____

Has the Zoning Board of Appeals granted any variance, exception, or special permit concerning this property?

Yes _____ No _____ If yes, list the Case number and name: _____

Is any variance from the Subdivision Regulations being requested? Yes _____ No _____

If yes, describe: _____

Attach a list of owners of land 300 feet adjacent or opposite the proposed subdivision.

Attach ten (10) copies of the plat to this petition.

List all contiguous holdings in the same ownership (as defined in the Subdivision Regulations) by permanent index numbers: _____

Attached hereto is an affidavit of ownership indicating the dates the respective holdings of land were acquired, together with the book and page of each conveyance to the present owner as recorded in the Will County Recorder of Deeds office. This affidavit shall indicate the legal owner of the property, the contract owner of the property, and the date the contract of sale was executed.

In the event the property is held in trust: A list of all individual beneficial owners of the trust must be attached.

In the event of corporate ownership: A list of all directors, officers, and stockholders of each corporation owning more than five percent (5%) of any shares of stock must be attached.

STATE OF ILLINOIS) ss
COUNTY OF WILL)

I, _____, hereby depose and say that all of the above statements and the statements contained in the papers submitted herewith are true. I agree to be present in person or by representation when this is heard by the Plan Commission.

Date: _____
Petitioner's Name

Subscribed and sworn to before me this _____ day of _____, 20 _____

Notary Public My Commission Expires: _____