



25 East State Street, North Aurora, IL 60542
P: 630.897.1457 F: 630.897.0269
Website: www.northaurora.org/forms/
Email: cdinfo@northaurora.org

APPLICATION FOR SPECIAL USE PLANNED UNIT DEVELOPMENT (PUD)

Project Name: _____

Subject Property/Location: _____

PIN(s): _____

Parcel(s) Acreage: _____ Number of Lots: _____ Number of Units: _____

Current Zoning District: _____ Present Use: _____

Proposed Zoning District: _____ Intended Use: _____

Comprehensive Plan Designation for this Property: _____

Contiguous Zoning: _____

Is this an Amendment to an existing PUD? Yes No PUD Name: _____

CONTACT INFORMATION:

Applicant Name: _____ Phone: _____

Applicant Address: _____

Applicant Email: _____

Signature of Applicant: _____ Signature Date: _____

Property Owner(s): _____ Phone: _____

Owner Address: _____

Owner Email: _____

Signature of Owner*: _____ Signature Date: _____

*A signed letter by the owner authorizing the applicant to apply for a special use PUD may be submitted in lieu of signing this form. If Applicant is other than owner, please attach letter of authorization from Owner.

FOR OFFICE USE

Petition Number: _____ File Name: _____

Filing Date: _____ Fee Received: _____



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Instructions:

- Please see the submittal checklist below regarding required submittals for special use PUD's.
- Provide all submitted documents electronically in PDF format.
- Provide a narrative describing the proposed use, site plan and all planned improvements for the PUD.
- Provide the following plans for the site: site plan, building elevations, landscape plan, photometrics plan, signage plan, preliminary engineering, parking plan, utility plan, etc.
- Application shall include the submittal fee as required by Title 17, Appendix B of the Municipal Code (\$300.00). See submittal checklist for additional details.
- Please see Sections 4.3.F, 4.3.G, and 4.2.H of the Village's Zoning Ordinance for additional information on special use regarding no presumption of approval, conditions on special uses and limitations special uses.
- Please see Sections 5.4, 5.5, and 5.6 for additional information on PUD's regarding general standards, exceptions from district regulations, and plan procedure.
- Applicant is required to follow public hearing and notice requirements outlined in Title 17, Chapter 3.4 of the Municipal Code. Please see public hearing and notice requirements on page 7 of this application.
- Staff may request the applicant provide additional materials in order to process and complete application review.

REQUIRED SUBMITTAL CHECKLIST FOR PUD'S

- Introduction Letter. Please include information relevant to the development, which describes the proposed use, site plan and all planned improvements for the PUD. *Please note, all planned unit developments are subject to special use and the requirements of that procedure. Please note, all special uses are subject to site plan review and the requirements of that procedure.*
- Proof of ownership of the zoning lot in question. If applicant is not the owner, a statement signed by the owner must be submitted certifying that the owner is jointly filing the application for a planned unit development.
- A site location map drawn to an appropriate scale indicating existing land use and zoning of all property within two hundred (200) feet of the subject property.
- A preliminary development plan prepared in accordance with Section 5.6.C (Preliminary Plan Procedure) of the Zoning Ordinance.
- A statement indicating the manner in which the requested planned unit development supports each of the following conclusions of Section 5.6.C.2.b. of the Zoning Ordinance. See Planned Unit Development Standards section on page 5.



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- A statement indicating the manner in which the requested special use supports each of the following conclusions. See Special Use Standards section on page 6.
- A written certified list containing the names of registered owners, their mailing addresses and tax parcel numbers, of all properties within 250 feet of the property for which the amendment is requested. See full public hearing and notice requirements on page 7.
- Visit the Illinois Department of Natural Resources' website <https://dnr.illinois.gov> and initiate a consultation using DNR's EcoCat online application.
- Visit the Kane DuPage Soil and Water Conservation District's website www.kanedupageswcd.org for a Land Use Opinion Application.
- Disclosure of beneficiaries of land trust, if applicable.
- A copy of owner's title insurance policy commitment or deed for the subject property.
- Filing fee in the amount of \$300.00; if paid by check make payable to the 'Village of North Aurora'. Please note, a separate escrow deposit is required to establish an escrow account for the project. Any unused portion of the escrow will be returned to the payer upon completion of the project. Please see the Village's Escrow Application for more info.

PLAN SPECIFICATIONS FOR PLANNED UNIT DEVELOPMENTS

Minimum Requirements. Every preliminary plan shall contain the following:

1. A plat of survey of the parcel or parcels of land comprising the proposed zoning lot(s). The plat shall be drawn to scale showing the actual dimensions of the proposed zoning lot, including all parcels or lots within the zoning lot. The plat shall be drawn in accordance with the recorded plat of such land. Plat must include a legal description and show any existing structures on the lot.
2. Proof of ownership.
3. A site location map drawn to an appropriate scale showing the proposed planned unit development in relation to surrounding streets and property located within six hundred (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.
4. A preliminary site plan drawn to a scale of at least one inch to one hundred (100) feet on at least eleven (11) by seventeen (17) inch paper showing:
 - a. The location, ground area, height, bulk and approximate dimensions of all existing and proposed buildings and structures within the planned unit development.



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- b. The use or uses to be made of such existing and proposed buildings and structures.
 - c. The dimensions of all perimeter setbacks and the distance between all buildings and structures.
 - d. 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.
 - e. The location, height, design and illumination characteristics of all external lighting fixtures within the development.
 - f. 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.
5. Typical building elevations and schematic design presentations indicating the general architectural character of all proposed buildings and structures. The drawings need not be the result of final architectural decisions and need not be in detail.
 6. A traffic circulation plan (Traffic Study) 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 plan shall also include an examination of the adequacy of on-site parking facilities, vehicular circulation patterns and pedestrian access and safety.
 7. A drainage plan prepared by a registered engineer in the State of Illinois indicating the manner in which surface drainage will be controlled and managed, consistent with all Village and other governmental jurisdictions, regulations and requirements.
 8. A utilities study prepared by a registered engineer in the State of Illinois indicating the adequacy of the utility systems serving the proposed planned unit development, including water distribution lines, sanitary sewers and stormwater drainage facilities. *Please note any large water user (over 5,000 gallons per day) must provide information for a water impact study and pay an impact fee per section 13.24.060 of the North Aurora Municipal Code.*
 9. A preliminary landscape plan prepared by a qualified professional indicating the general character of all proposed landscaping, screening and fencing, including all open space areas around buildings and structures. Said landscape plan need not be the result of final architectural decisions and need not be in detail.
 10. A separate schedule setting forth any proposed exceptions to any Village regulations. The schedule shall include, but not necessarily be limited to, the regulations governing use, density, area, bulk, off-street parking and loading and signs as they apply to the zoning district or districts within which the planned unit development is to be located. This schedule shall cite by Section number each and every regulation from which an exception is sought.



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PLANNED UNIT DEVELOPMENT STANDARDS

Attach a statement indicating the manner in which the requested planned unit development supports each of the following standards:

1. Is the site or zoning lot upon which the planned unit development is to be located adaptable to the unified development proposed?
2. Will the proposed planned unit development not have the effect of endangering the public health, safety, comfort or general welfare of any portion of the community?
3. Will the proposed planned unit development not be injurious to the use and enjoyment of other property in the vicinity for the purposes already permitted?
4. Will the proposed planned unit development not diminish or impair property values within the neighborhood?
5. Will the proposed planned unit development not impede the normal and orderly development and improvement of surrounding property for uses permitted in the zoning district?
6. Is there provision for adequate utilities, drainage, off-street parking and loading, pedestrian access and all other necessary facilities?
7. Is there provision for adequate vehicular ingress and egress designed to minimize traffic congestion upon public streets?
8. Are the location and arrangement of structures, parking areas, walks, lighting and appurtenant facilities, compatible with the surrounding neighborhood and adjacent land uses?
9. Are the areas of the proposed planned unit development which are not to be used for structures, parking and loading areas, or access ways, suitably landscaped?
10. Is the planned unit development in the specific location proposed consistent with the spirit and intent of this Ordinance and the adopted Comprehensive Plan?
11. Are there benefits or amenities in the proposed planned unit development that are unique and/or which exceed the applicable zoning requirements?

SPECIAL USE STANDARDS

Attach a statement indicating the manner in which the requested special use supports each of the following standards:



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1. That the establishment, maintenance and operation of the special use in the specific location proposed will not endanger the public health, safety, comfort or general welfare of the community as a whole or any portion thereof.
2. That the proposed special use is compatible with adjacent properties and other property within the immediate vicinity.
3. That the special use in the specific location proposed is consistent with the spirit and intent of the Zoning Ordinance and the adopted Comprehensive Plan.
4. The standards contained in Section 4.3.E (Standards for Special Uses) of the Zoning Ordinance. Please answer each standard below individually.
 - The proposed special use is, in fact, a special use authorized in the zoning district in which the property is located.
 - The proposed special use is deemed necessary for the public convenience at that location.
 - The proposed special use does not create excessive additional impacts at public expense for public facilities and services and will be beneficial to the economic welfare of the community.
 - The proposed use is in conformance with the goals and policies of the Comprehensive Plan, and all Village codes and regulations.
 - The proposed special use will be designed, located, operated, and maintained so as to be harmonious and compatible in use and appearance with the existing or intended character of the general vicinity.
 - The proposed special use will not significantly diminish the safety, use, enjoyment, and value of other property in the neighborhood in which it is located.
 - The proposed special use is compatible with development on adjacent or neighboring property.
 - The proposed special use minimizes potentially dangerous traffic movements and provides adequate and safe access to the site.
 - The proposed special use provides the required number of parking spaces and maintains parking areas, in accordance with the requirements of this Ordinance.
 - The proposed special use is served by adequate utilities, drainage, road access, public safety, and other necessary facilities.
 - The proposed special use conforms with the requirements of this Ordinance and other applicable regulations.

