

# PLANNED UNIT DEVELOPMENT APPLICATION



City of Elmhurst

Community Development Department

209 N. York Street • Elmhurst, Illinois 60126 • (630) 530-6019 (p) • (630)530-3127 (f)

CASE NUMBER: \_\_\_\_\_ DATE APPLICATION FILED: \_\_\_\_\_

**1. APPLICANT INFORMATION**

Applicant Name: \_\_\_\_\_

Applicant Organization: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant City / State / Zip Code: \_\_\_\_\_

Applicant Phone: Work: (\_\_\_\_) \_\_\_\_\_ Home: (\_\_\_\_) \_\_\_\_\_

Mobile / Other: (\_\_\_\_) \_\_\_\_\_

Applicant Fax: Work:(\_\_\_\_) \_\_\_\_\_ Home:(\_\_\_\_) \_\_\_\_\_

Applicant Email: \_\_\_\_\_

Applicant Relationship to Property Owner: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

**2. PROPERTY OWNER INFORMATION *(IF DIFFERENT FROM APPLICANT)***

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner City / State / Zip Code: \_\_\_\_\_

Owner Phone: Work: (\_\_\_\_) \_\_\_\_\_ Home: (\_\_\_\_) \_\_\_\_\_

Mobile / Other: (\_\_\_\_) \_\_\_\_\_

Owner Fax: Work:(\_\_\_\_) \_\_\_\_\_ Home:(\_\_\_\_) \_\_\_\_\_

Owner Email: \_\_\_\_\_

Printed Name and Title (if not individual owner): \_\_\_\_\_

Owner Signature: \_\_\_\_\_

**3. PROPERTY INFORMATION**

Common Address of Property: \_\_\_\_\_

Property Identification Number (PIN): \_\_\_\_\_

Legal Description (*Attach additional sheets as necessary*):

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**4. APPLICANT'S REQUEST (*ATTACH ADDITIONAL SHEETS AS NECESSARY*):**

A. Provide a detailed Project Impact Statement which addresses the impact of the Planned Unit Development on neighboring land and the community, and the public need for the particular use on the subject property:

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**5. STANDARDS OF REVIEW (*ATTACH ADDITIONAL SHEETS AS NECESSARY*):**

A. The applicant must present this information for the official record of the Zoning & Planning Commission. Provide responses to the seven (7) standards for Conditional Use as listed in Section 22.26(h) of the City of Elmhurst Zoning Ordinance. The seven Conditional Use standards are as follows:

1. The establishment, maintenance, or operation of the Conditional Use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare;

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2. The Conditional Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;

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3. The establishment of the Conditional Use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

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4. Adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided;

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5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;

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6. The proposed Conditional Use is not contrary to the objectives of the current Comprehensive Plan for the City of Elmhurst; and

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7. The Conditional Use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the Commission.

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- B. Provide responses to the ten (10) standards for a Planned Unit Development as listed in Section 22.31(c) of the City of Elmhurst Zoning Ordinance. The applicant must present this information for the official record of the Zoning & Planning Commission. The nine Planned Unit Development standards are as follows:

1. Conditional Use Permit Standards (listed previously);
2. City Plans. The planned development shall conform with the general planning policies of the City's official plans, including but not limited to the Comprehensive Plan and other relevant plans and planning policies of the City;

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3. Public Welfare. The planned development shall be so designed, located, and proposed to be operated and maintained that it will not impair an adequate supply of light and air to adjacent property and will not substantially increase the danger of fire;

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4. Impact on Public Facilities and Resources. The planned development shall include such impact contributions to the School District, Park District, and/or the City as may be reasonably determined by the City Council. These required impact contributions shall be calculated in reasonable proportion to impact of the planned development on public facilities and infrastructure;

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5. Archaeological, Historical or Cultural Impact. The planned development shall adequately consider any substantially adverse impact of a known archaeological, historical, or cultural resource located on or off the parcel(s) proposed for development;

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6. Parking and Traffic. The planned development shall have or make adequate provision to provide access to and circulation through the proposed use by motorized and non-motorized modes of transportation in a manner that considers walking, biking, and public transportation and provides adequate access for emergency vehicles;

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7. Adequate Buffering. The planned development shall have adequate landscaping, public open space, and other buffering features to protect uses within the development and surrounding properties;

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8. Performance. The applicant shall demonstrate to the City reasonable assurance that, if authorized, the planned development can be completed according to schedule as designed;

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9. Appearance. The design of all buildings, structures, and facilities on the site of the planned development shall meet the design related recommendations of the relevant city plans, including but not limited to the Comprehensive Plan and other relevant plans and planning policies of the City; and
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10. Signs. Any proposed sign package shall be consistent with the character of the development and incorporate signage into the development in a way that avoids visual clutter or sign proliferation.

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**6. APPLICATION REQUIREMENTS:**

A preliminary or a combined preliminary and final PUD application must include all items listed in Section 22.31(g) of the Elmhurst Zoning Ordinance unless previously receiving a waiver by the City Planner during the concept plan phase. Include all these items with an application.

**7. CHECKLIST**

The applicant must submit a complete application to the Community Development Department to start the Planned Unit Development application process. The application can either be submitted electronically or on paper. Applications should be submitted at least 45 days prior to the expected public hearing date.

- \_\_\_\_\_ Completed PUD application with authorized signatures
  
- \_\_\_\_\_ Responses to the Conditional Use standards contained in Section 22.26(h) and responses to the PUD standards in Section 22.31(c) of the Elmhurst Zoning Ordinance
  
- \_\_\_\_\_ Application requirements (described in section 6 of this application) including but not limited to: impact statement, Plat of Survey, photographs, traffic study, parking study, and other materials as described in Section 22.31 (g) of the Elmhurst Zoning Ordinance
  
- \_\_\_\_\_ Check for \$2,500.00 PUD application fee, made payable to the City of Elmhurst.