

**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. 15 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. 3 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. Fifteen copies will be required of any material larger than 8 1/2" x 14".
3. Staff reviews preliminary submission at Community Design Review Board meeting. Applicant is urged to attend this meeting.
4. Staff prepares report to Plan Commission.

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: \_\_\_\_\_

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? \_\_\_\_\_ If yes, list the Case No. and Name: \_\_\_\_\_

\_\_\_\_\_

Is any variance from the Subdivision Regulations being requested? \_\_\_\_\_

If yes, describe: \_\_\_\_\_

Owners of land 300 feet adjacent or opposite the proposed subdivision: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach eighteen (18) 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:

City of Joliet Subdivision Regulations  
Process for Compliance with the Dedication of Park Lands or Fees  
in Lieu Thereof

o As a condition of approval of preliminary plat of residential subdivision, or of a preliminary plat of a Planned Unit Development, each subdivider or developer shall dedicate land for park and recreational purposes to serve the immediate and future needs of the residents of the development, or provide a cash contribution in lieu of actual land dedication, or a combination of both.

o Five and one half acres of land shall be dedicated for park purposes per every 333 lots and/or dwelling units contained in the preliminary plat of subdivision or planned unit development.

**What follows is a summary of the key steps in the process. Complete details are outline in the City of Joliet Ordinance No. 11814.**

1. Developers shall meet and discuss open space needs with the park district prior to submittal of a preliminary plat to the City of Joliet.
2. Written notice shall be given to the park district by the developer when a project has been filed for public hearing before the Plan Commission.
3. Within ninety days of written notification from a developer, and prior to City Council review of a preliminary plat, the park district shall notify the City in writing of its desire to accept land, cash or a combination of land and cash, in fulfillment of the developer's obligation.
4. The land to be dedicated for park purposes shall be clearly depicted on the preliminary plat.
5. The developer shall convey all required lands to the park district within two years after the recording plat or planned unit development plat for the unit in which the park site is located is accepted by the Office of the Recorder of Deeds for recording.
6. When a cash contribution is required, the developer shall make the cash contribution for each lot to the park district prior to the issuance of a building permit for the subject lot. Payments shall be made directly to the park district in which the development is located. Evidence of the conveyance of land or receipt from the park district for the payment of a cash contribution.