



# PRELIMINARY PLANNED DEVELOPMENT APPLICATION

## Champaign Municipal Code Section 37-301.

### Sec. 37-301. Purpose.

The regulations for Planned Developments offer an alternative method for developing land. This alternative allows flexibility in applying certain zoning standards. Such flexibility requires a review process and development plan to safeguard health, safety, and welfare concerns. In exchange for flexibility, Planned Developments are required to provide amenities not otherwise required through traditional zoning techniques. These requirements are designed to offset the impact of changes in development standards allowed through these provisions such as increased densities, mixed land uses and reduced setbacks. The Planned Development designation acts as an overlay zone. With this approach, the overall intensity of a development is consistent with the underlying zoning district and Comprehensive Plan.

### Notice To Applicants

- ◆ Before an application is accepted, a conference with Current Planning staff is required.
- ◆ There will be no refund of any application fee for approvals not granted or withdrawn.
- ◆ No incomplete applications will be acted upon.
- ◆ Complete applications must be received not less than 30 days prior to the next regular meeting of the Plan Commission in order to be placed on the agenda for the meeting. Late submittals will not be acted upon without prior approval by the Planning Director.
- ◆ The applicant is advised to include all attachments required as a part of the application.
- ◆ Approval of the Preliminary Planned Development by the City Council shall be in effect for a period of one year, and thereafter is null and void.

City of Champaign  
Planning Department  
102 North Neil Street  
Champaign, IL 61820  
Phone: (217) 403-8800  
Fax: (217) 403-8810

# Preliminary Planned Development Application

Office Use:  
Date Received: \_\_\_\_\_  
Fee: \_\_\_\_\_  
Date Fee Paid: \_\_\_\_\_  
Case No: \_\_\_\_\_

Name of Development: \_\_\_\_\_

Common Address: \_\_\_\_\_

Parcel Identification Number:

Name of Developer: \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_  
Work: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name of Local Agent: \_\_\_\_\_

Last \_\_\_\_\_ Middle \_\_\_\_\_ First \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_  
Work: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Written Legal Description (attach additional pages if necessary):



DEVELOPER INFORMATION

LOCAL AGENT

LEGAL DESCRIPTION

- The Owner:**  is/are individual(s).....(Go to 1. below)  
 a partnership.....(Go to 2. below)  
 a corporation.....(Go to 3. below)  
 a trust.....(Go to 4. below)

**1. Names of Individual(s) - (as in property title):**

\_\_\_\_\_  
 Last Middle First

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 City State Zip

*Use Section 1 of Owner Authorization Form*

**2. Name of Partnership:**

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 City State Zip

*Use Section 2 of Owner Authorization Form*

**3. Name of Corporation:**

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 City State Zip

*Use Section 3 of Owner Authorization Form*

**4. Name of Trust and Number:**

\_\_\_\_\_  
 Name Number

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 City State Zip

*Use Section 4 of Owner Authorization Form*

**Primary Contact (Applicant):**

*This is the person who will receive all correspondence regarding this case. If the applicant(s) is/are different than the owner(s) of Record, the Proof of Authorization Form included in this application must be completed and attached to the application when submitted.*

\_\_\_\_\_  
Last Middle First

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

Phone:  
Work: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Attorney:**

\_\_\_\_\_  
Last Middle First

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

Phone:  
Work: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Land Surveyor:**

\_\_\_\_\_  
Last Middle First

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

Phone:  
Work: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Engineer:**

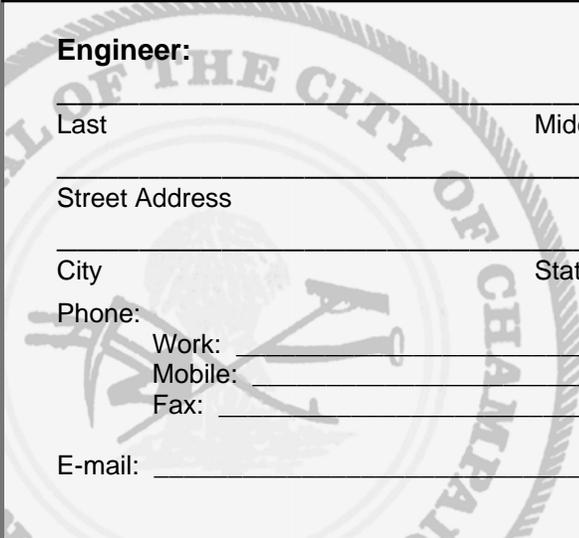
\_\_\_\_\_  
Last Middle First

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

Phone:  
Work: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_



Gross Acreage of Development: \_\_\_\_\_

Square Feet: \_\_\_\_\_

Zoning Classification: \_\_\_\_\_

Existing Land Use: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed Land Use(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number of Buildings: \_\_\_\_\_ Number of Dwelling Units: \_\_\_\_\_

Percent of Lot Coverage: \_\_\_\_\_

Floor Area Ratio: \_\_\_\_\_ Open Space Ratio: \_\_\_\_\_

Residential Density (i.e. 5 dwelling units per acre): \_\_\_\_\_

Number of Parking Spaces:

Required: \_\_\_\_\_ Provided: \_\_\_\_\_

Building Heights: \_\_\_\_\_

Development Schedule: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

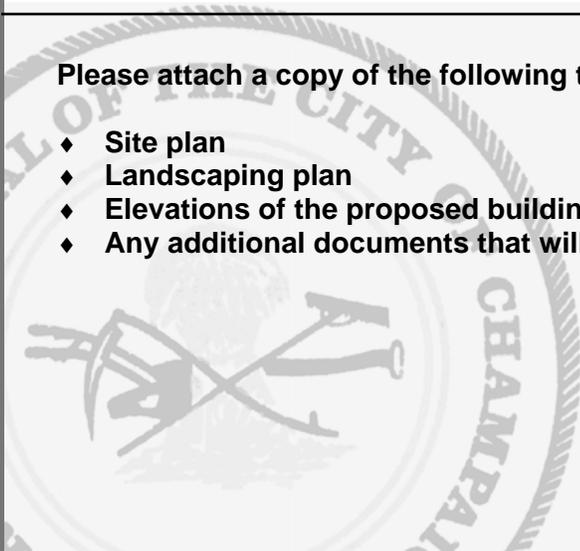
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please attach a copy of the following to the to this application:**

- ◆ **Site plan**
- ◆ **Landscaping plan**
- ◆ **Elevations of the proposed buildings**
- ◆ **Any additional documents that will aid in the review of the proposed project**





List any waivers of required items that are part of the proposal and justification waivers (attaché separate sheet if necessary).

Zoning Ordinance Waivers (see Section 37-327 of the Zoning Ordinance):

Subdivision Regulation Waivers (see Section 31-106):

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Are there any elements of the Planned Development which are based on any flexible requirements that are permitted in this article? Please provide details on a separate sheet if necessary.

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Does the applicant intend to sell or lease all or a portion of the Planned Development after it is approved?

YES

NO

If yes, describe the conditions of sale and maintenance of such properties and include a general description of any deed restriction, covenants, and similar agreements:

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Include a description of the guarantee or covenants of ownership to be used for the maintenance of any common open space:



Review Fees:

Preliminary Application (Per Acre):	\$15.00
Public Hearing:	\$30.00
Public Notice:	Direct Cost

Signature(s) of the petitioner:

Date:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The following items must be attached to the completed application before it will be considered for review.

- Proof of ownership (attach copy of title, deed, etc.)
- Proof of Authorization (if the owner(s) of record are different than the applicant(s)).
- One copy of all supporting materials.
- Name of owners, including Statement of Beneficial Interest. This information must be listed on the application, but is not required on the face of the plat.
- Review fees as required in [City of Champaign Municipal Code Section 26-16](#). Check made payable to the City of Champaign.
- Waiver Request Letter shall include all new waiver requests and justification for the waiver item(s) in accordance with these regulations and standards.
- Development Schedule, if requested.
- The number of additional copies and the sheet size for preliminary submittals as required by City of Champaign Municipal Code Manual of Practice Section 2.03 (Contact Champaign Planning Department for further information).
- Identification of the owner's representative—development manager, engineer, surveyor, etc.

