



Area General Plan Application

Return Completed Form To: Planning Department, City of Champaign, 102 N. Neil St., Champaign, IL 61820

www.ci.champaign.il.us

CGTV Cable Channel 5

1. Applicant & Contact Information

Applicant

Full Name _____
Address _____
City, State, Zip _____
Phone _____
Email _____

Contact Person

Full Name _____
Address _____
City, State, Zip _____
Phone _____
Cell Phone _____
Email _____

2. Owner Information

Property Owner

Full Name _____
Address _____
City, State, Zip _____
Phone _____
Email _____

Is the owner a Trust, Corporation, LLC, Not-for-Profit, or Partnership? Yes No

If yes, see Area General Plan Application Worksheet for additional submission requirements.

3. Property Information

Address (if no address list name of closest street)

Parcel ID Number
____-____-____-____-____-____

Current Property Zoning _____

Current Land Use _____

Proposed Land Use _____

Gross Acreage of Property _____

Acreage of Subdivided Property _____

Is the property within City limits? Yes No

Is the property within the City's Extraterritorial Jurisdiction? Yes No

Application Checklist

Please attach the following items. Additional materials may be required during the review process. Incomplete applications will not be processed. Use the following checklist to confirm that your application is complete.

Complete

Application

1. Applicant & Contact Information.
2. Owner Information, including additional submission requirements as needed.
3. Property Information.
4. Consultant Information.
5. Legal description of the property.
6. Reason for Request.
7. Applicant Signature.

Attachments

- A. Deed or other proof of parcel ownership.
- B. List of Covenants, easements, or conditions.
- C. Area General Plan.

See Area General Plan Application Worksheet for additional information regarding these requirements.

FOR STAFF USE: Application Complete

Received By: _____

Case No.: _____



Area General Plan Application

4. Consultant Information (if applicable)

Type: _____
 Name _____
 Firm _____
 Address _____
 City, State, Zip _____
 Phone _____
 Email _____

5. Legal Description of Property

Please include the complete description as set forth in a deed, mortgage, or other similar legal document. If additional room is needed, please attach a separate sheet titled "Legal Description of Property".

6. Reason for Request

Please choose from the following and explain below:

- Farmland Subdivision
- Part of Annexation Agreement
- Part of Waiver Request
- Part of Other Proposed Action
- Other

7. Applicant Signature

By signing this application, you are certifying that you have read this application, have provided the necessary documentation as listed under the **Application Checklist**, and that you understand the information listed above under the **Notice to Applicant** section.

 Signature of the Applicant

 Date



Area General Plan Application

Champaign Municipal Code

Sec. 31-105c. Conveyance of Large Sections Prior to Development

A single tract may be conveyed from a parent parcel of 30 acres or more without approval of a preliminary or final plat, provided that an area general plan is approved by the City Council and that the lots so created are not developed or further subdivided.

Sec. 31-311. When Required.

An Area General Plan is not required unless it is part of an Annexation Agreement, waiver request, or other proposed action. The Area General Plan is a simple low-cost document that can assist both the developer and City in identifying issues prior to preliminary plat submittal. An Area General Plan, when not required, will be received and commented on by City Staff. The comments will be forwarded to the subdivider.

Area General Plan Requirements

The Area General Plan shall be drawn in a size and scale sufficient to clearly show:

- Contiguous and adjacent parcels owned wholly or in part by the owner or subdivider or for which the owner or subdivider has an option to purchase, or any other interest as well as property within two hundred feet (200') of the subject property;
- The existing and proposed zoning districts and land uses;
- Natural features and floodplain boundary;
- Existing streets and alleys, sanitary sewers, storm sewers, and water lines;
- Proposed street layout, including functional classification and connection to existing street patterns; and
- Conceptual outline of stormwater management plan.

Please submit 4 full-size (24 in. x 36 in.) and 2 half-size (11 in. x 17 in.) copies of the Area General Plan for review.

Notice to Applicant

- It is recommended that applicants meet with a Staff member from Current Planning prior to completing the formal application for an Area General Plan.
- There will be no refund of any application fee for Area General Plans not approved or withdrawn.
- No incomplete applications will be acted upon.
- The applicant is advised to include all attachments required as a part of the application.

Attachments

- A. Deed or other proof of parcel ownership.
- B. Please attach all certified covenants, easements, or conditions which restrict the use of the subject parcel or restrict the structure or what may be placed on the subject parcel. This requirement applies to any covenants, easements, or conditions which are contained in the deed of the subject parcel, including those contained in the subdivision plat or owner's certificate.

I have attached these documents.

There are no covenants, easements, or conditions that relate to this property.

- C. Area General Plan (See above for requirements).

