



PLANNED DEVELOPMENT WORKSHEET

In addition to submitting the *Formal Application* form for a planned development concept plan approval application, the Applicant must include the following information with your application. A Plan Commission public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Community Planning Department.

The initial submittal **MUST** contain:

- ☐ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

This worksheet summarizes the planned development requirements of the Northbrook Zoning Code. An applicant is responsible for referring to the Northbrook Zoning Code and other Village Codes to ensure that the application is complete and in compliance with all regulations.

REQUIRED MATERIALS FOR SUBMISSION

☐ **Written Statement – Project Description**

Attach a written statement explaining a general description of the proposed planned development, the planning objectives to be achieved by it, including the rationales and assumptions of the applicant supporting the proposed planned development, and the market it is intended to serve. Also explain how the proposed planned development is to be designed, arranged and operated so as not to adversely affect the development and use of neighboring property in accordance with applicable regulations of this Code.

The written statement must also include an outline of the Applicant's intent with respect to ownership, sale, and leasing of the various completed units, structures, spaces, and areas within the proposed development.

The statement must also include a development schedule for the phases of development that will occur. This schedule must include an approximate start and completion date for all phases of the proposed development.

Lastly the written statement must identify existing natural and environmental resources and features on the subject property, including its topography, vegetation, soils, geology, and scenic view, and the impact of the proposed planned development on such resources and features, including proposals to preserve or protect such resources and features.

Schematic Graphic Depiction of Proposed Plan

- ☐ Submit schematic graphic drawings, drawn to scale, of the proposed site plan depicting the below items:
 - Public and/or Private rights-of-way on or adjacent to the Subject Property
 - Proposed dimensions and locations of vehicular and pedestrian circulation and parking elements
 - Public and private open space
 - Residential, commercial, office, and/or industrial and other land use designation locations
 - General location and purpose of all easements
- ☐ Submit Preliminary Engineering Plans depicting the adequacy of the existing and proposed sanitary sewer, storm sewer, and water distribution systems
- ☐ Submit soft-line architectural elevations indicating the general style of architecture and typical building materials.

☐ **Tax Impact Study**

The Tax Impact Study should indicate the possible tax consequences and/or benefits the proposed planned development will have upon the Village of Northbrook and other affected taxing bodies.

☐ **Traffic & Transit Study**

The Traffic Study must include a list of new street construction and traffic control improvements necessary to accommodate the estimated increase in traffic and traffic related problems occasioned by the proposed development, as well as a statement of the Applicant's proposals for providing those needed improvements.

Natural and Environmental Resources and Features

- ☐ Copy of an application for Natural Resource Assessment to the North Cook County Soil and Water Conservation District (*this is solely for parcels over 2 acres in size*)
- ☐ Written description of natural and environmental resources and features on the subject property including its topography, vegetation, soils, geology, and scenic view, and the impact of the proposed planned development on such resources and features, including proposals to preserve or protect such resources. This includes providing a Tree Survey for the existing conditions.

☐ Detailed Financial Assurance – Financing Plan

Submit a detailed description of the financial assurances to be presented to guarantee completion of all public improvements and private open space to be provided in connection with the proposed planned development. The Applicant must also submit evidence of the financing plan proposed to use to complete the proposed development (an applicant's prior success in completing projects of similar scope may be offered in support of this requirement).

☐ Tentative Plat of Subdivision Worksheet (if required)

☐ Statements of Justification Satisfying the Standards for a Planned Development

All applicants must submit detailed written responses to all of the below listed items.

- a. **Plan Alignment.** The PUD is consistent with and clearly puts into effect the goals, objectives, and policies set forth in adopted plans and policy documents of the Village.
- b. **Placemaking.** The PUD has a distinctive identity and brand that is utilized in signs, streetscape, public art, architecture, public gathering spaces, and open spaces.
- c. **Integrated Design with Identifiable Centers and Edges.** The PUD is laid out and developed as a unit in accordance with an integrated overall design. The design provides identifiable centers and edges through the harmonious grouping of buildings, uses, facilities, community spaces, and open spaces. The design is highly connected internally and externally and maximizes multimodal transportation.
- d. **Compatibility with Adjacent Land Uses.** The PUD includes uses which are generally compatible with the uses of adjacent parcels, with consideration given to the level of activity or intensity, noise, light, and odor. If the uses are not generally compatible, adverse impacts are mitigated through building design, height, and placement; significant screening; landscaping; public open space; and other buffering features that protect uses within the development and surrounding properties beyond what is otherwise required by this Code.
- e. **Landscape Conservation and Visual Enhancement.** The PUD preserves and enhances existing natural features and amenities, such as stands of mature trees, riparian areas, wildlife habitat, unique landforms or topography, and significant viewsheds, beyond that which is required by the Village.
- f. **Open and Public Gathering Space.** The PUD includes prominent and accessible open space and public gathering space, meeting the ownership and maintenance standards of Article 8 of the Zoning Code. The Board of Trustees may elect to condition their approval of the PUD on the dedication of open space and public gathering space to the Village for public use.
- g. **Archaeological, Historical, or Cultural Impact.** The PUD does not substantially, adversely impact archaeological, historical, or cultural resources, including historic properties eligible for or listed in the National Register of Historic Places located on or off the parcel(s) proposed for development. Examples of adverse impacts include but are not limited to:
 - i. Neglect, destruction, damage, or removal of resources; alteration of property inconsistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties,
 - ii. Change of the character of the physical features of the resource's setting and association that contribute to its historic significance, and
 - iii. Introduction of visual, atmospheric, or audible elements that diminish the integrity of the property's significant historic features.

