

POSSIBLE ZONING SUBMITTAL REQUIREMENTS

DATE _____

Yes/No

- 1. Primary contact(s) information
- 2. Legal description of property (title or deed showing proof of ownership may be required)
- 3. Narrative statement describing and justifying proposed use
- 4. Map showing the location of the property
- 5. Plat of Survey or property boundary plat
- 6. Natural Resources Inventory Report
- 7. Endangered Species Consultation Program <http://dnr.illinois.gov/EcoPublic/>
- 8. Topographic plan with delineation of floodplain (engineering study to identify floodplain may be necessary)
- 9. Site Plan, including:
 - Boundaries of property
 - Location and uses of existing and proposed buildings and other structures
 - Parking lot layout, including dimensions and curbs
 - Landscaping, existing (proposed to stay) and proposed
 - Existing and proposed contours (topography)
 - Delineation of floodplain
 - Cross-sections through site showing buildings, existing and final grades
 - Proposed ingress and egress
 - Proposed exterior lighting, free-standing and wall-mounted, with catalogue cuts
- 10. Preliminary plans for sanitary and water facilities
- 11. Building drawings
- 12. Signage drawings, including locations and dimensions
- 13. Traffic Report
- 14. Site Development Permit for grading, stormwater management, flood control (Chapter 30, County Code)

POSSIBLE AFTER ZONING REQUIREMENTS

- 1. Site Development Permit (final), including stormwater calculations, estimated cost of construction, and bond/letter of credit
- 2. Parking Plan, including curbs, and attendant landscaping (Article 6, Zoning Ordinance)
- 3. Access Permit (Township Road Commissioner, DeKalb County, or IDOT)
- 4. Fence Permit
- 5. Sign Permit
- 6. Building Permit (see attached sheets)

RECEIVED BY _____