

# Development Manual

A Guide to Chicago Plan Commission Projects

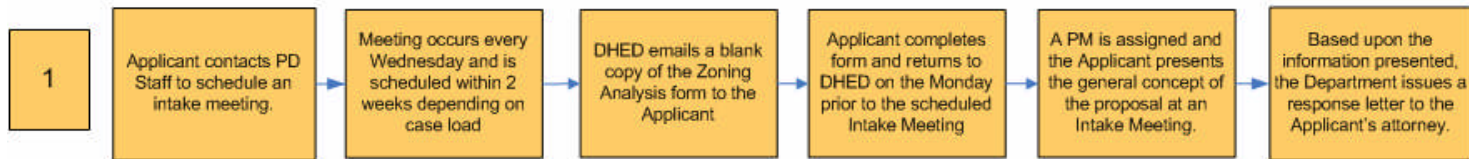


Chicago Department of

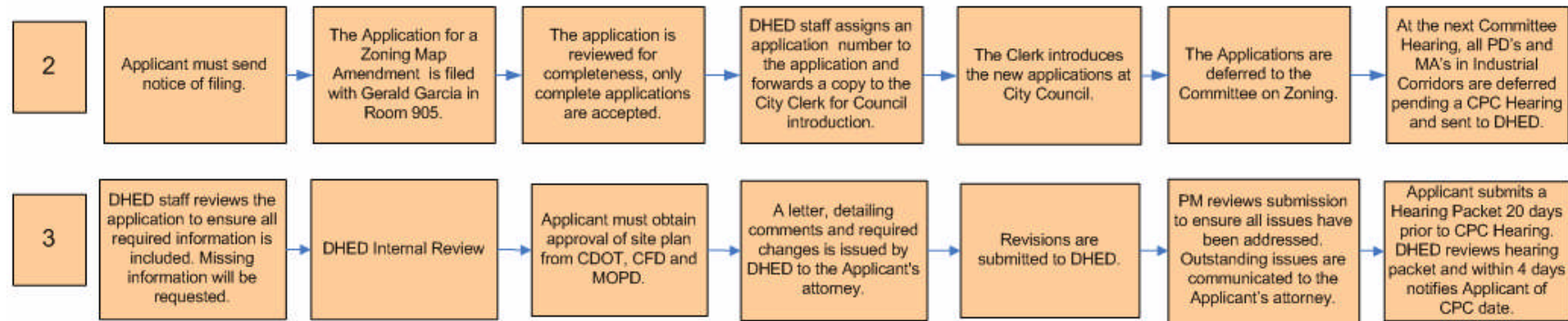
**HOUSING** and  
**ECONOMIC**  
**DEVELOPMENT**

## Planned Developments and Map Amendments in Industrial Corridors

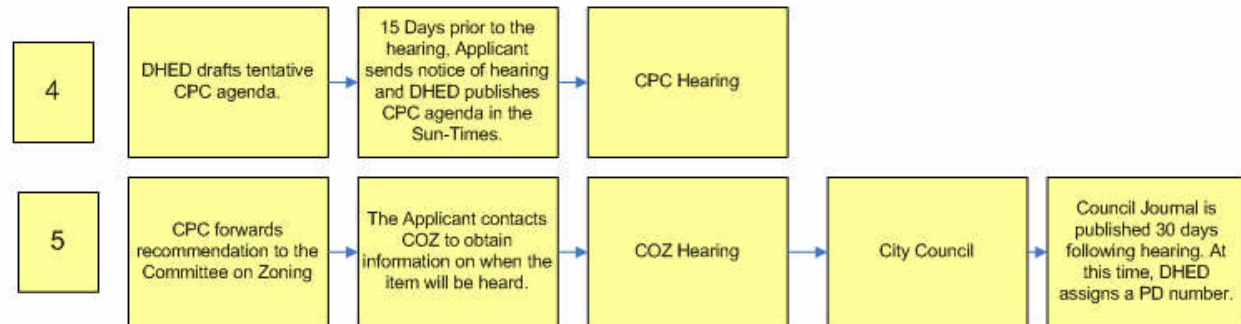
### Intake/ Pre-Filing Process



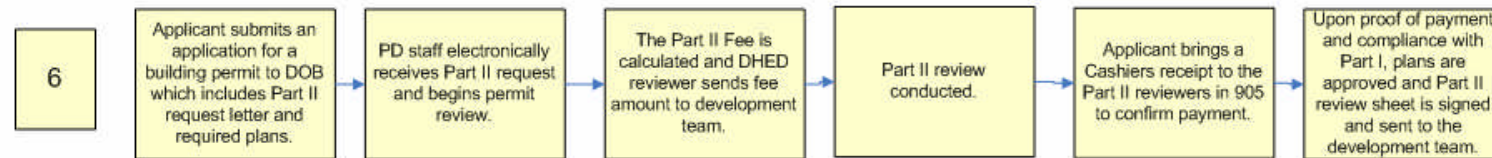
### Application Filing/DHED Internal Review



### Legislative Process

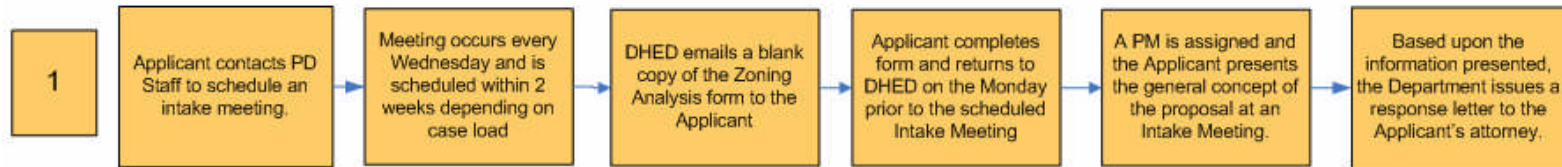


### Part II (Permit) Review

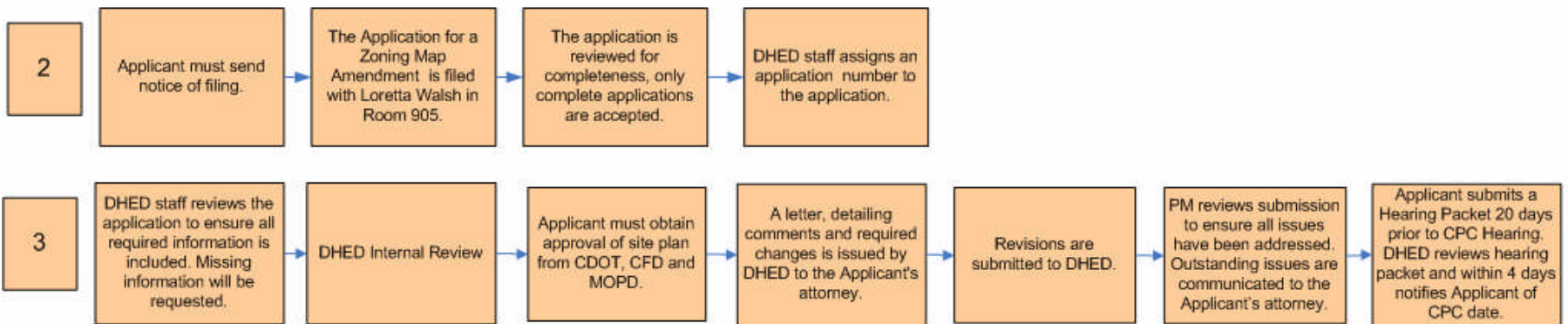


## Lake Michigan and Chicago Lakefront Protection Applications

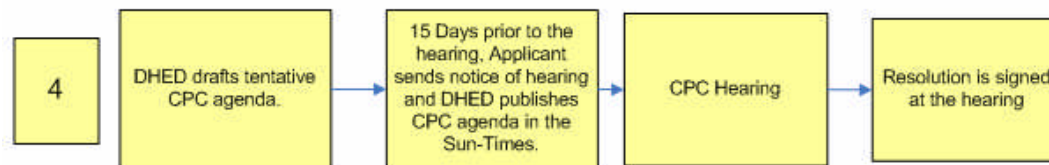
### Intake/ Pre-Filing Process



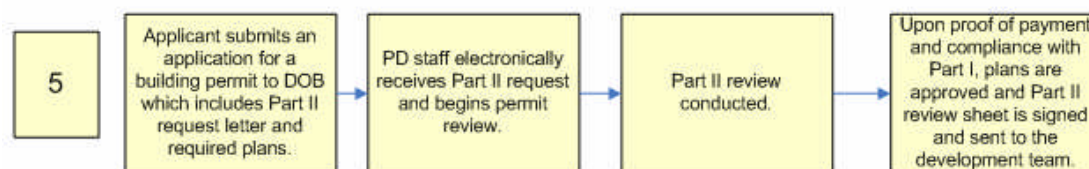
### Application Filing/DHED Internal Review



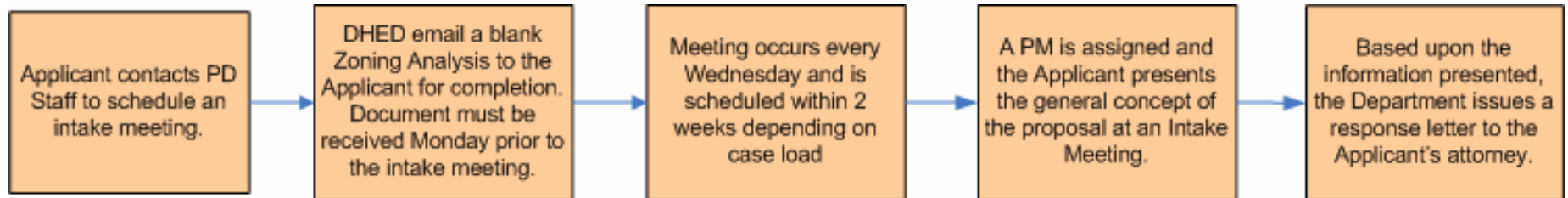
### Legislative Process



### Part II (Permit) Review



# Intake Meeting/Pre-Filing



Contact Loretta Walsh  
312-744-4182 or  
[loretta.walsh@cityofchicago.org](mailto:loretta.walsh@cityofchicago.org)  
in Room 905

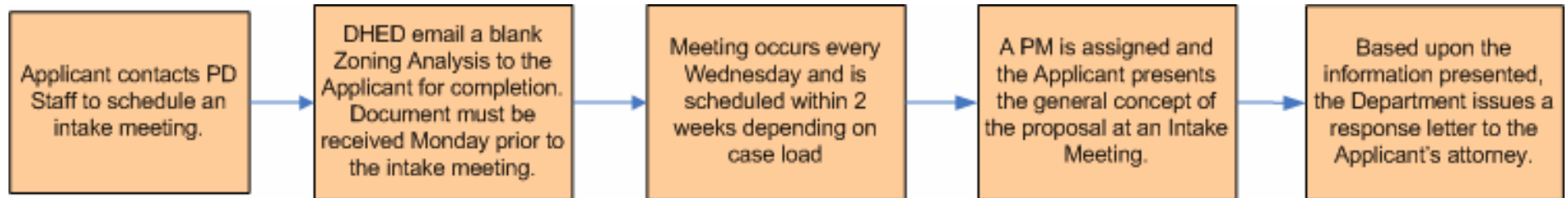
This sheet allows staff  
to research the site  
prior to your meeting



# Intake Meeting Zoning Analysis Form

ZONING ANALYSIS		
PROJECT:		
Zoning Issue	Underlying Zone:	Proposed Project
Net Site Area		
# Resid. units		
# off-street parking spaces		
Max. F.A.R.		
Min. Lot Area (MLA)		
Parking		
Bicycle parking (new)		
Loading berths		
Uses		
Set backs		
Front		
Side		
Rear		
Transitional yard		
Site Coverage		
Height		
Open Space		
Green Roof		
Other green features		
Reason for PD (mandatory/elective; why):		
<u>Questions/ further information:</u>		
•		
<u>Zoning Issues:</u>		
•		
<u>Other issues/questions/notes:</u>		
•		

# Intake Meeting/Pre-Filing



Contact Loretta Walsh  
312-744-4182 or  
[loretta.walsh@cityofchicago.org](mailto:loretta.walsh@cityofchicago.org)  
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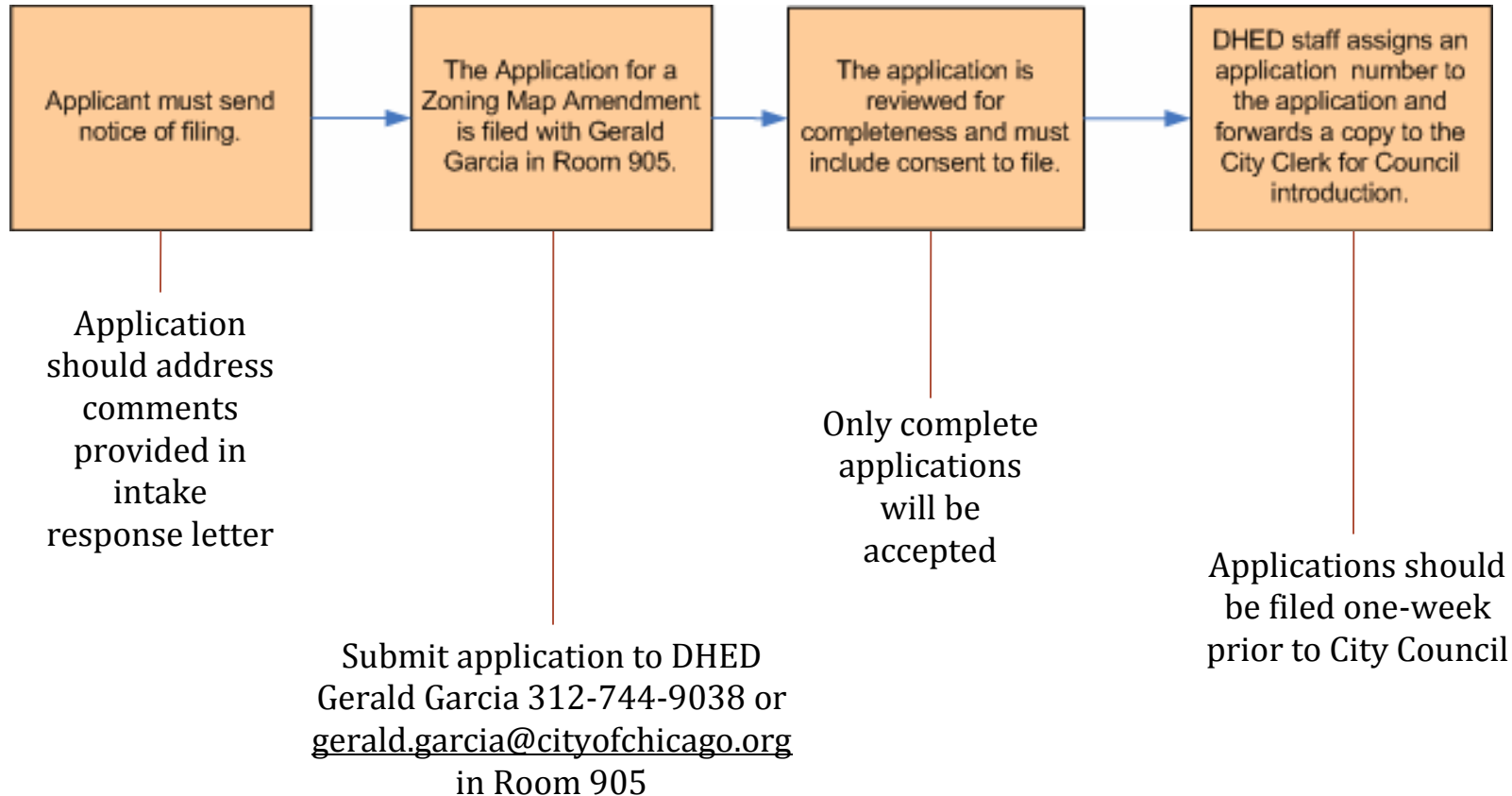
This sheet allows staff  
to research the site  
prior to your meeting

Meetings are held in Room  
905 every Wednesday  
morning for 30 minutes  
(10:30, 11:00 and 11:30);  
PD staff, landscape, design  
and sustainable experts  
from DHED will be in  
attendance

Applicant should  
provide context  
map/aerial and  
preliminary site  
plans/elevations as  
available

Sent within 10  
days of intake  
meeting

# Filing a PD or Industrial Corridor Application

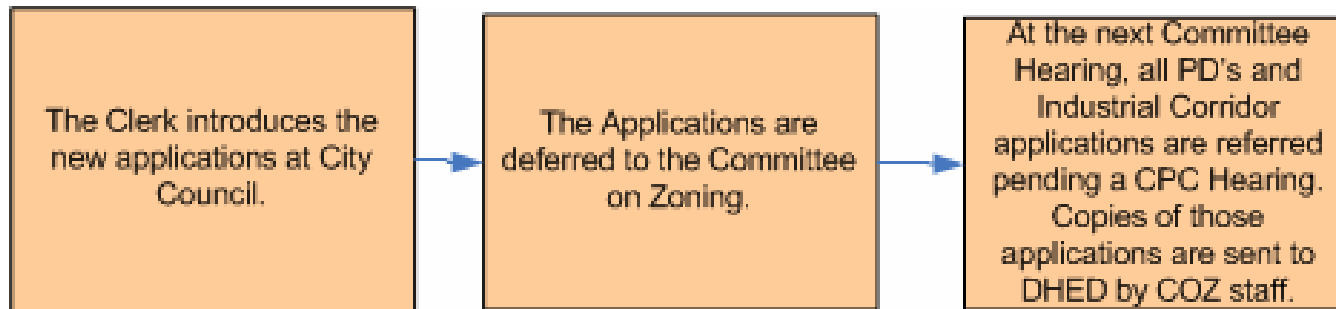


# Requirements for PD/Industrial Corridor Applications

## **Applications must include:**

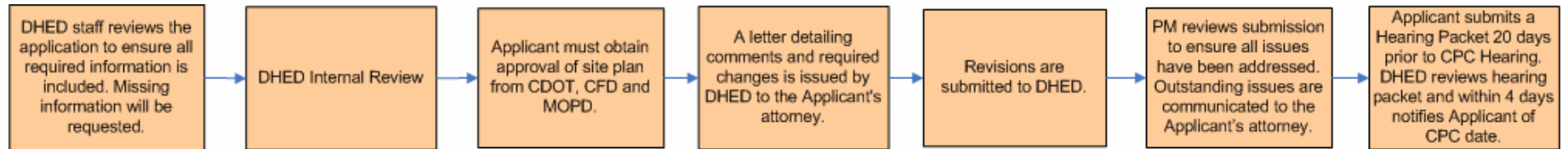
- Ordinance with metes and bounds description of the subject property
- Site, landscape, green roof and phasing/sub-area plans
- Aerials, right-of-way and boundary maps
- Building elevations
- Bulk Table (PD only)
- PD Statements (PD only, template available on DHED website)
- Chicago Builds Green Form (as applicable, available on DHED website)
- Economic Disclosure Statement(s)
- Supplemental reports (traffic, landscaping, environmental impact, etc)
- Public notice of filing and hearing(s) and associated affidavits

# Legislative Process for PD and Industrial Corridor Applications





# DHED Internal Review Process



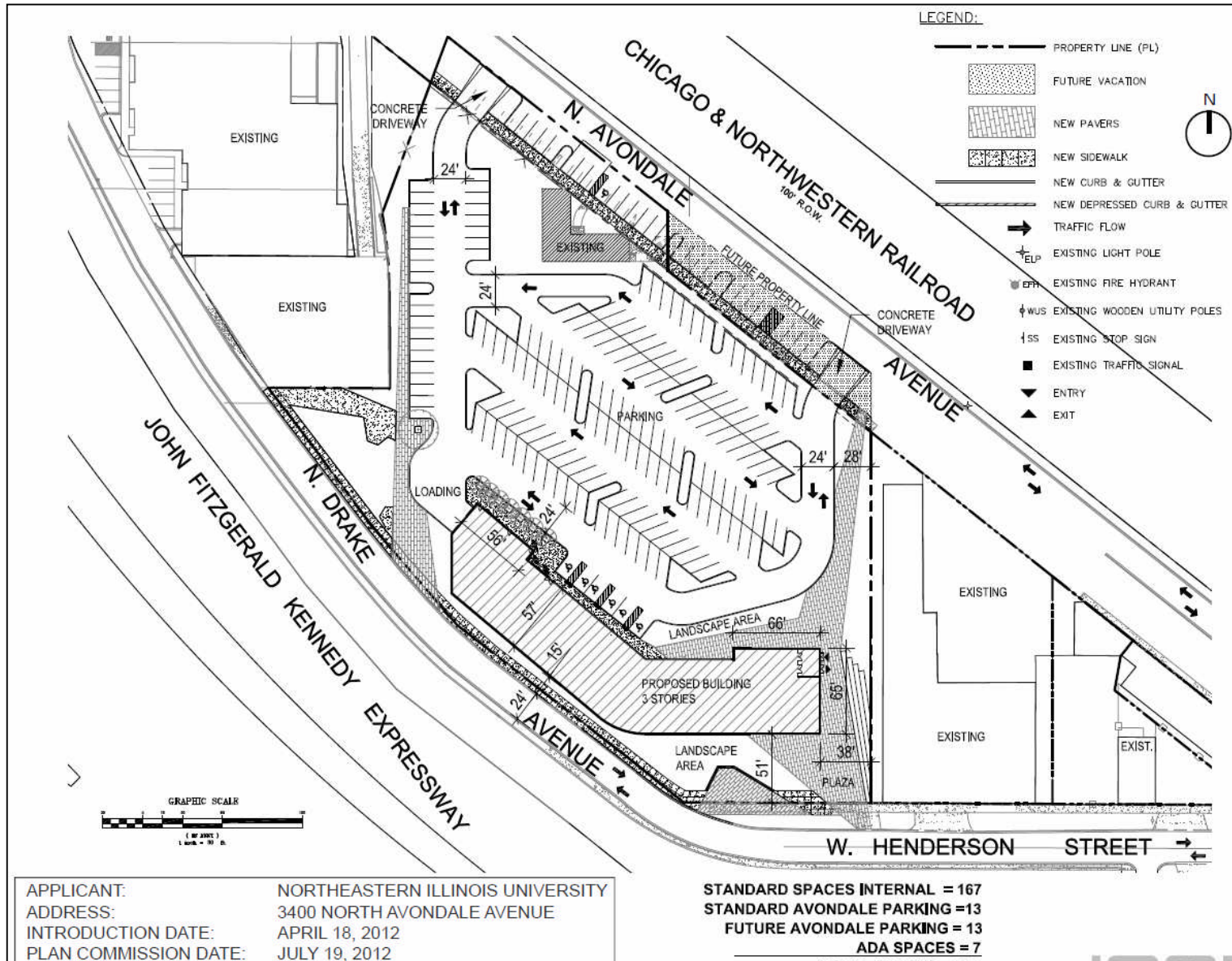
Fully-dimensioned site and landscape plans must be included, along with contextual data and imagery

# Fully-Dimensioned Site Plans

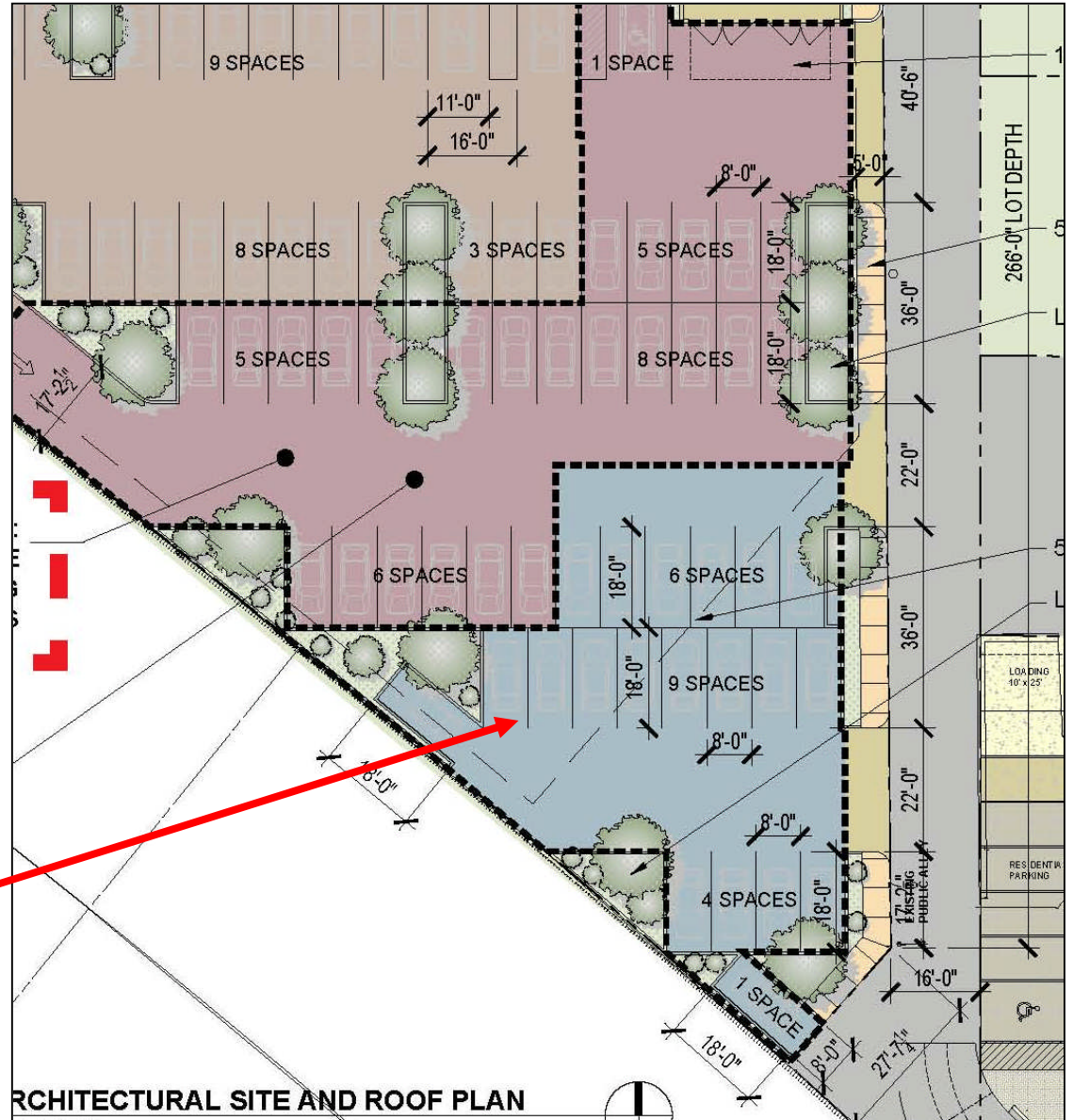
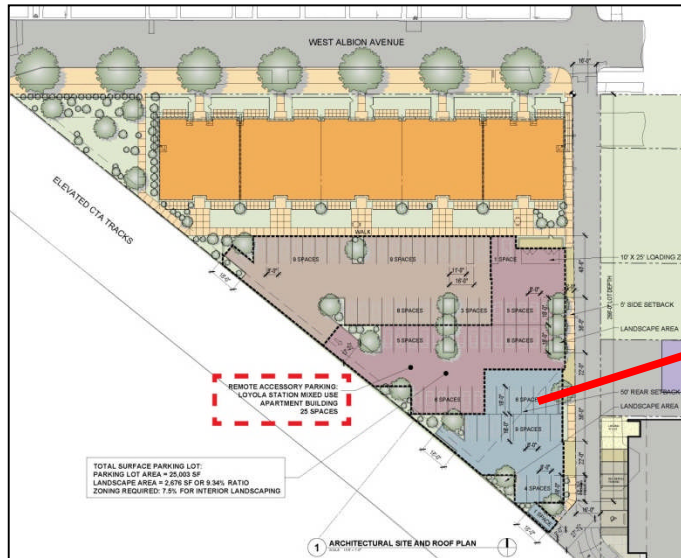
## Site plans must include:

- North arrow and scale bar
- Proposed PD or project boundaries
- Location and dimensions of, and indications of any access to:
  - All existing structures (to remain) with entrances indicated
  - All proposed structures (to be built) with entrances indicated
  - All exterior and interior open space
  - All curb cuts, parking lots/spaces, drive aisles and loading berths
- Public and private street layout and all on-street parking
- Pedestrian circulation areas and outdoor amenity spaces
- Distances between all buildings (existing and proposed)

# Fully-Dimensioned Site Plans

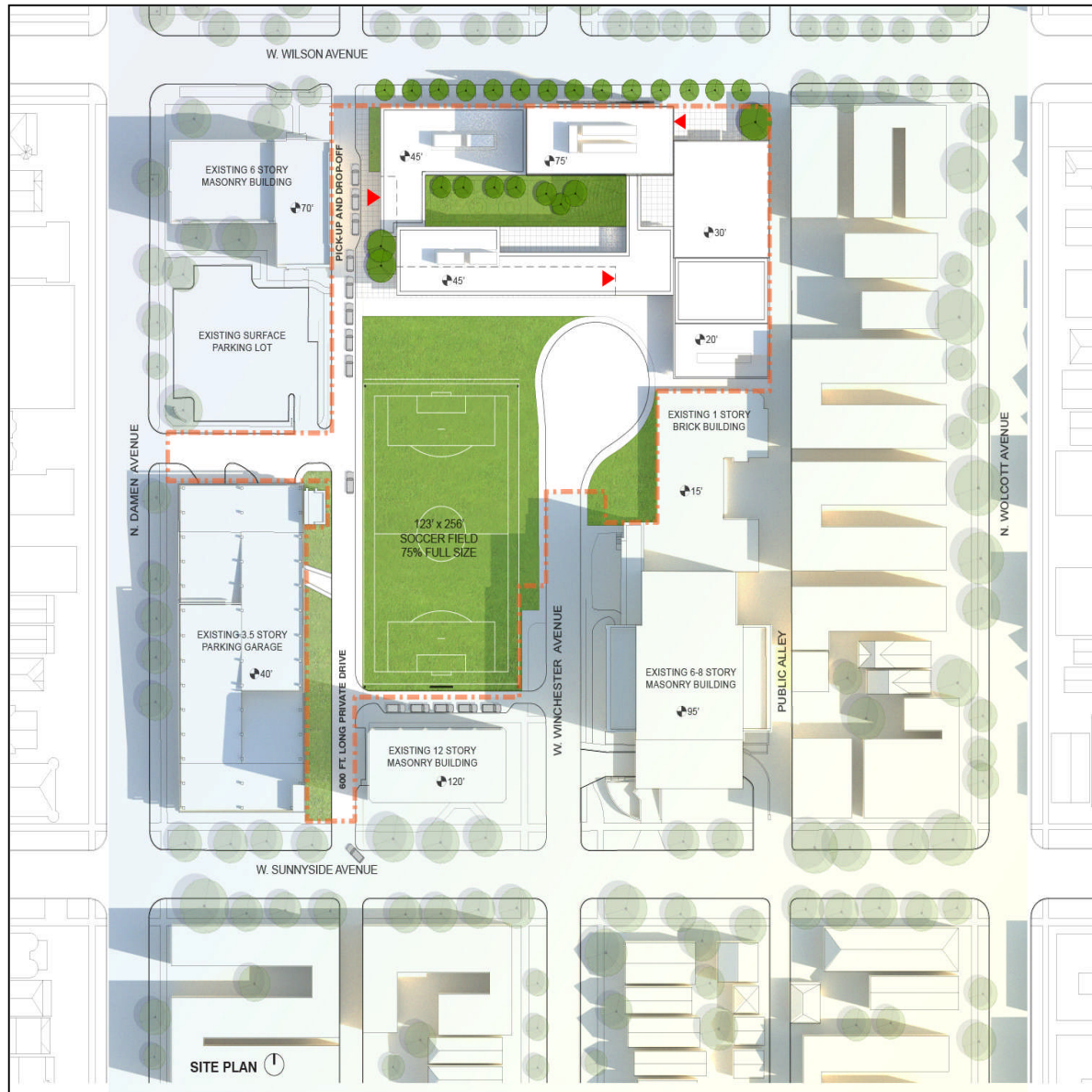


# Fully-Dimensioned Site Plans





# Site Plan Existing and Proposed Structure Call-Out





# Fully-Dimensioned Floor Plans

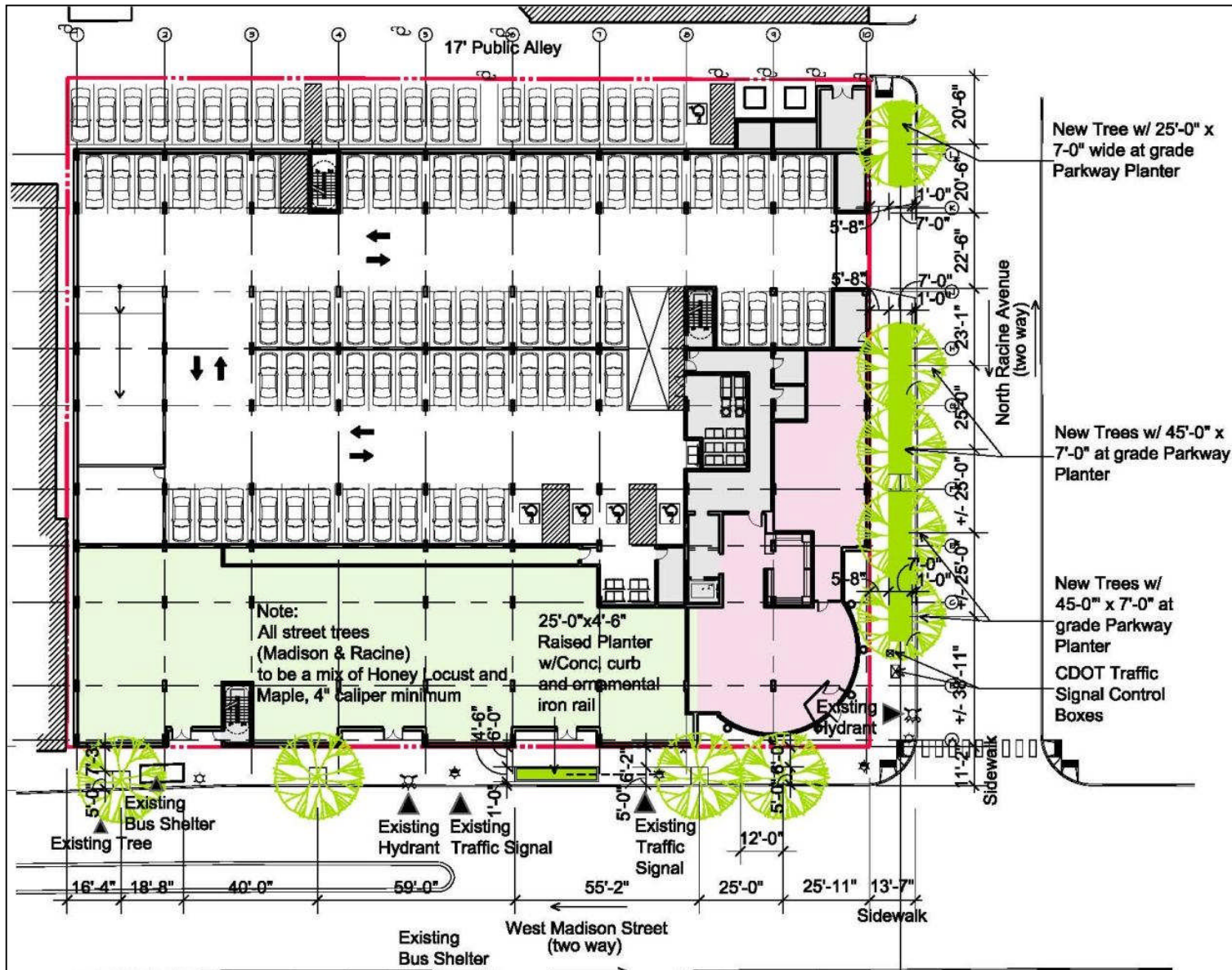


# Fully-Dimensioned Landscape Plans

## **Landscape plans must include:**

- North arrow and scale bar
- Proposed PD or project boundaries
- Location, species and dimensions of:
  - All existing trees (to remain)
  - All proposed trees (to be installed) and any planter boxes
  - All landscaped areas, distinguished from grass covered areas
- All surface and construction materials must be identified
- Plant legend identifying all species and provides associated symbols
- Storm water detention/retention mechanisms (surface features only)
- Elevation or contour changes
- Landscape, parkway tree vehicular-use area calculations
- Ornamental fence indications, dimensions and design

# Fully-Dimensioned Landscape Plans



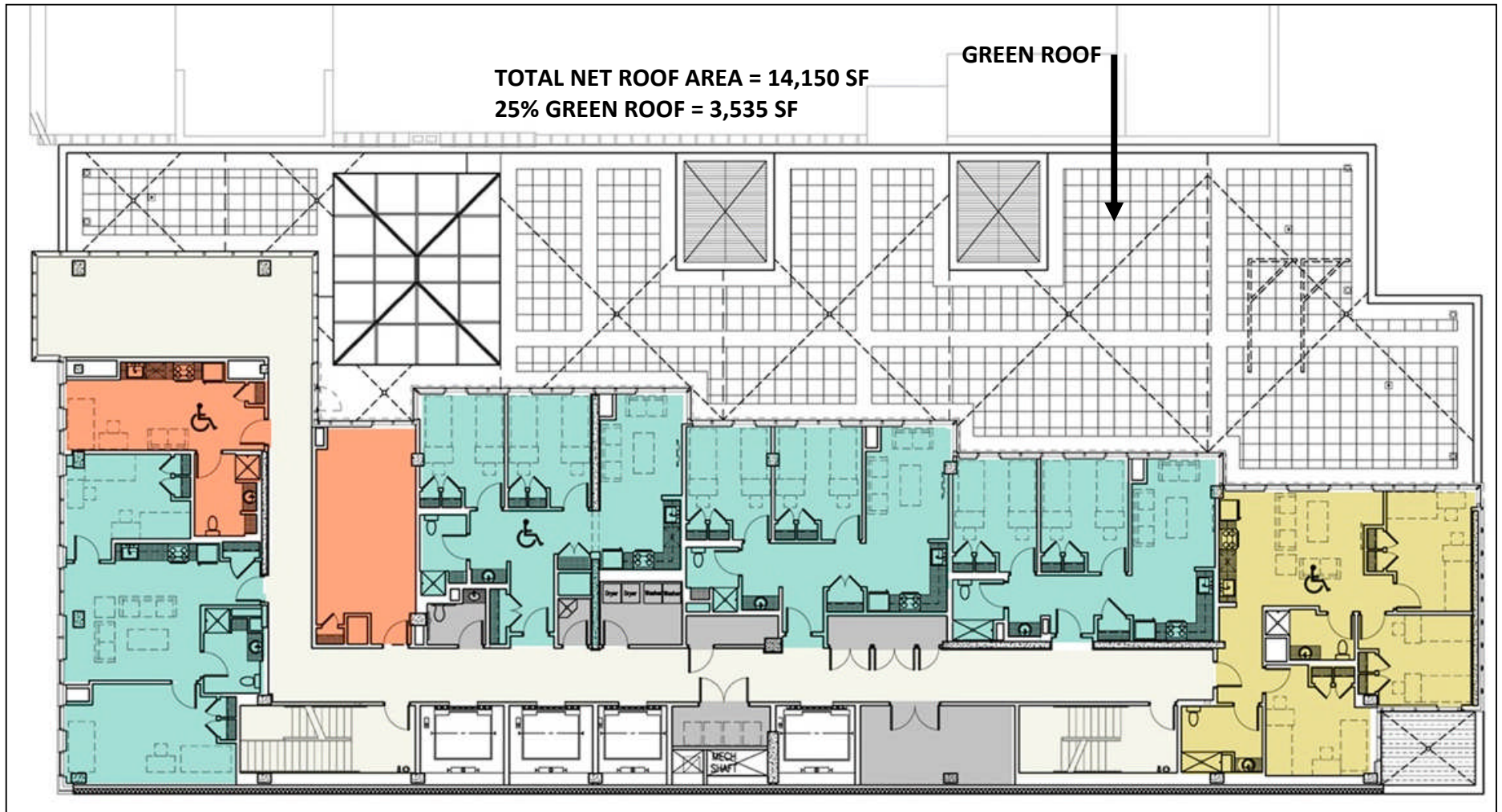


# Landscape Plan Proposed Species Details





# Proposed Green Roof



STUDIOS

2 BEDROOM

3 BEDROOM



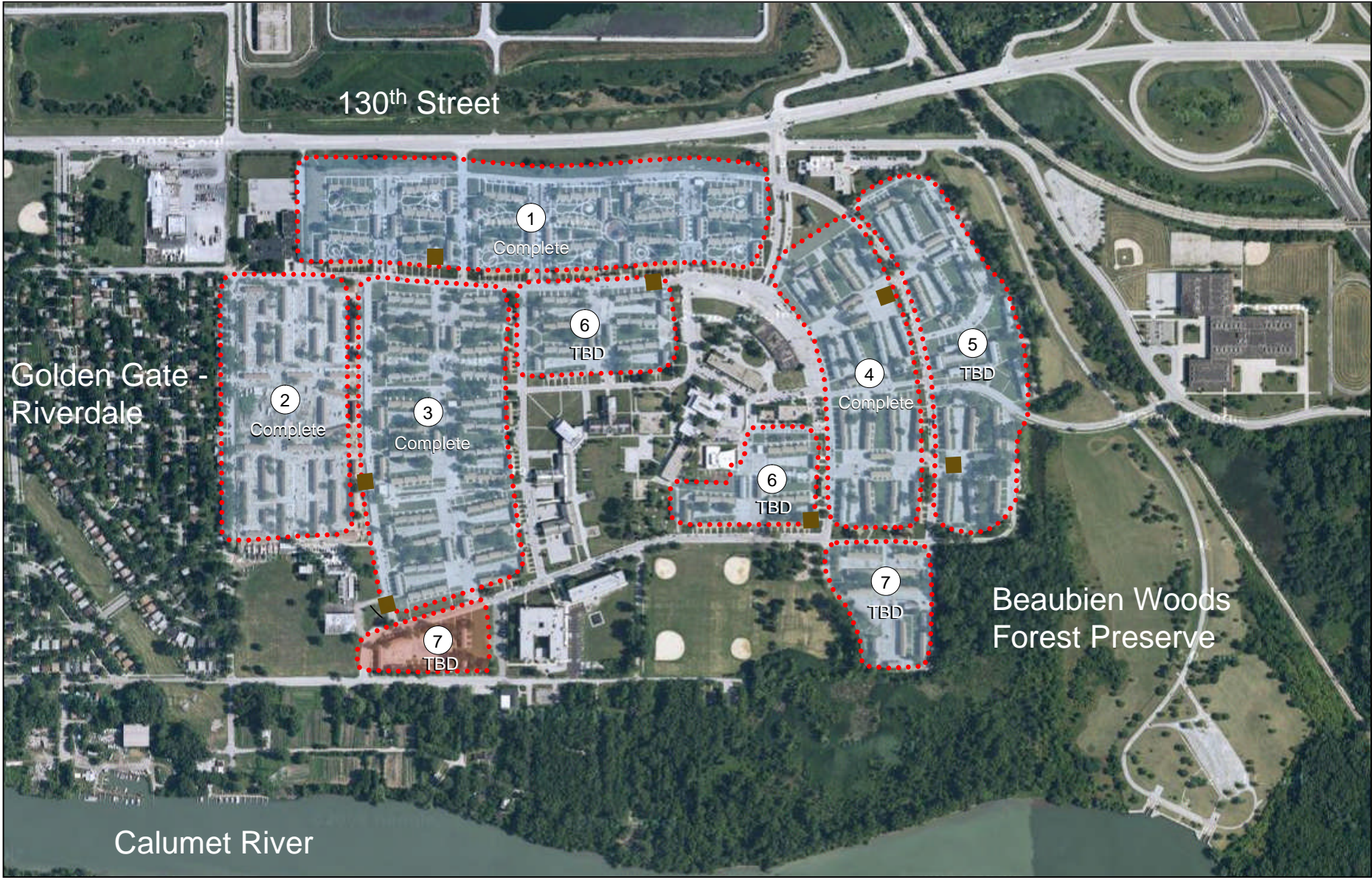


## Contextual Information

### **Renderings, maps and images must include:**

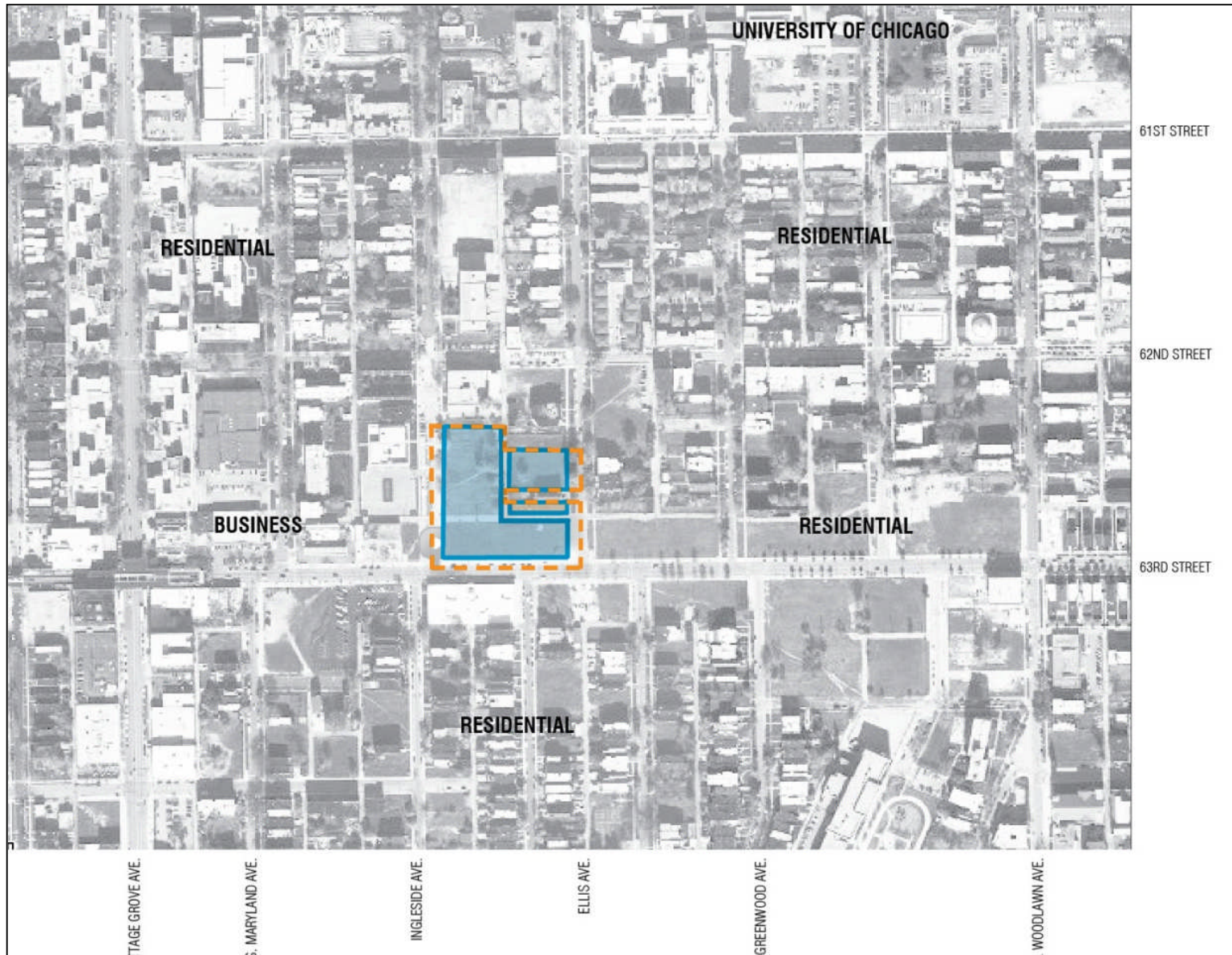
- North arrow and scale bar
- Proposed PD or project boundaries
- Aerial photograph indicating development within one half mile
- Map indicating land-uses within same radius:
  - Residential, commercial, industrial, open space, water, transit, etc
- Photographs of structures or land-uses adjacent to subject property
- Provide visual description of surrounding area

# Aerial Photograph

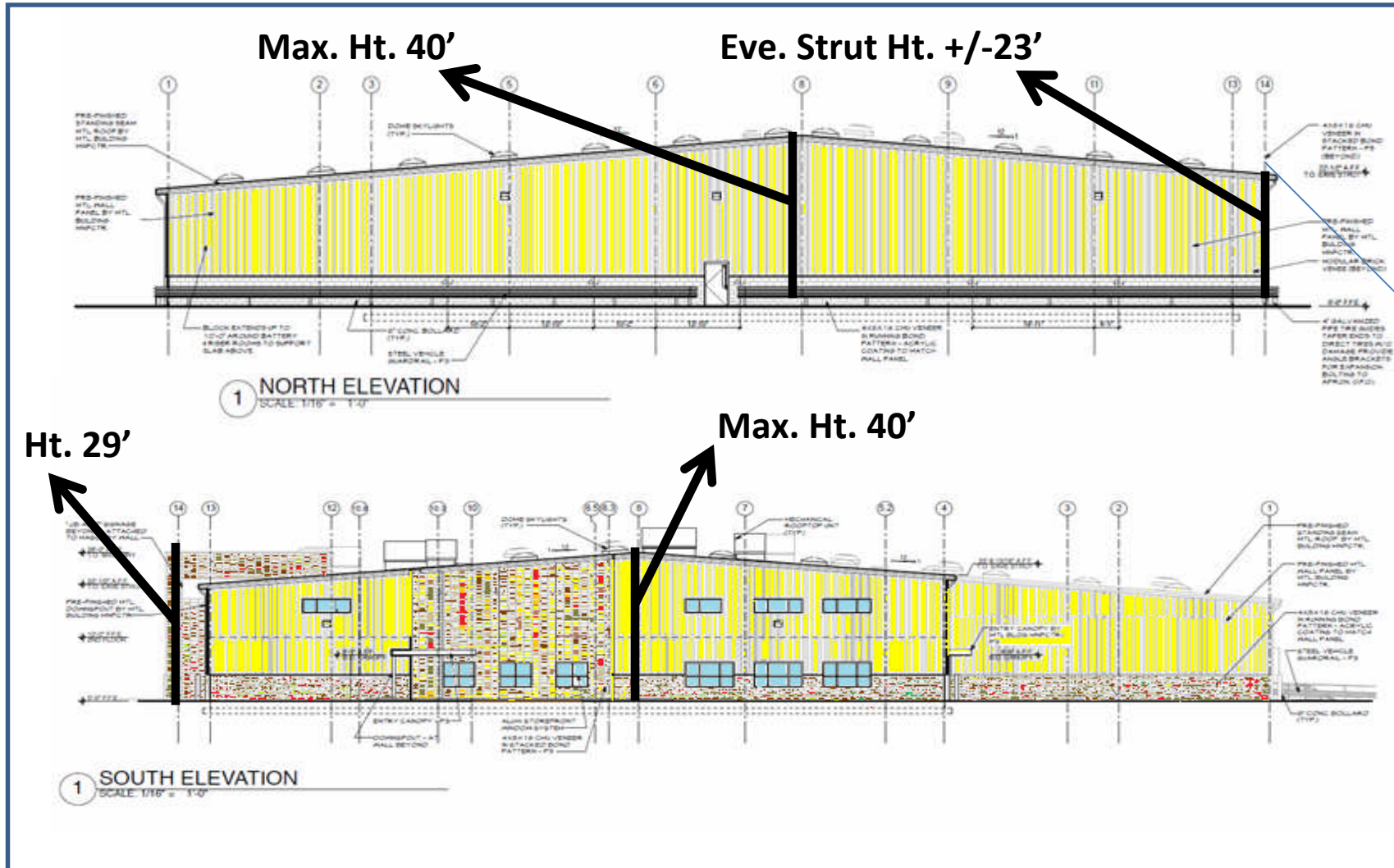




# Area Land-Use Map



# Fully-Dimensioned Colored Elevations with Materials





# Contextual Rendering





# Contextual Rendering



# Contextual Rendering





# Contextual Rendering

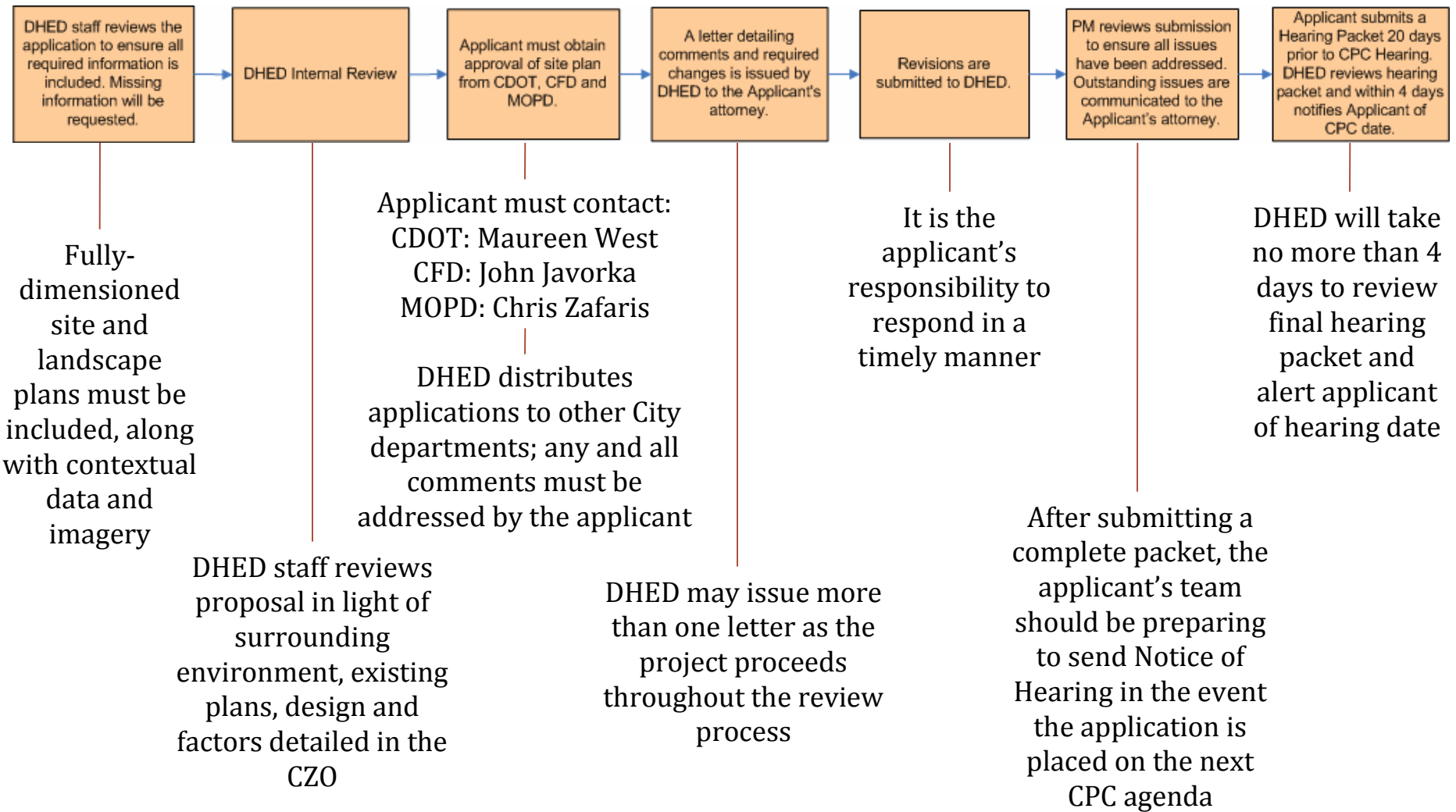


# Contextual Rendering





# DHED Internal Review Process



# Chicago Plan Commission Calendar

<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>
Jan. 20	Jan. 21	Jan. 22	Jan. 23	Jan. 24	Jan. 25	Jan. 26
Jan. 27	Jan. 28	Jan. 29	Jan. 30	Jan. 31	<b><i>Feb. 1 20-Days submission</i></b>	Feb. 2
Feb. 3	Feb. 4	Feb. 5	<b><i>Feb. 6 15-Days CPC notice</i></b>	Feb. 7	Feb. 8	Feb. 9
Feb. 10	Feb. 11	Feb. 12	Feb. 13	Feb. 14	Feb. 15	Feb. 16
Feb. 17	Feb. 18	Feb. 19	Feb. 20	<b><i>Feb. 21 CPC hearing</i></b>	Feb. 22	Feb. 23
Feb. 24	Feb. 25	Feb. 26	Feb. 27	Feb. 28	Mar. 1	Mar. 2
Mar. 3	Mar. 4	Mar. 5	Mar. 6	Mar. 7	<b><i>Mar. 8 20-Days Submission</i></b>	Mar. 9

# Chicago Plan Commission Items

## **Final materials must include:**

- Area zoning and land use maps
- Site, landscape, green roof and phasing/sub-area plans
- Sustainable information, parking determinations and vehicular access
- Building elevations with design details, heights and materials (no signage)
- PD boundary and property line map (as applicable)
- PD Statements, Bulk Table and PD exhibits (as applicable)
- Draft Plan Commission PowerPoint
- Notice mailings and associated addresses
- Economic Disclosure Statements
- Evidence of approval from all applicable City departments



# Planned Development Exhibits

## **Images that are included with ordinance and must take the following form:**

- North arrow and scale bar
- Area zoning and land-use maps
- Right-of-way and boundary maps
- Site, landscape, green roof and phasing/sub-area plans
  - Each on own sheet
- Building elevations
  - Black and white only
  - Fully-dimensioned (including building heights)
  - Material call-outs
  - Legible text
- Full-size (24" x 36") not required for Plan Commission hearing

# Existing Zoning Map



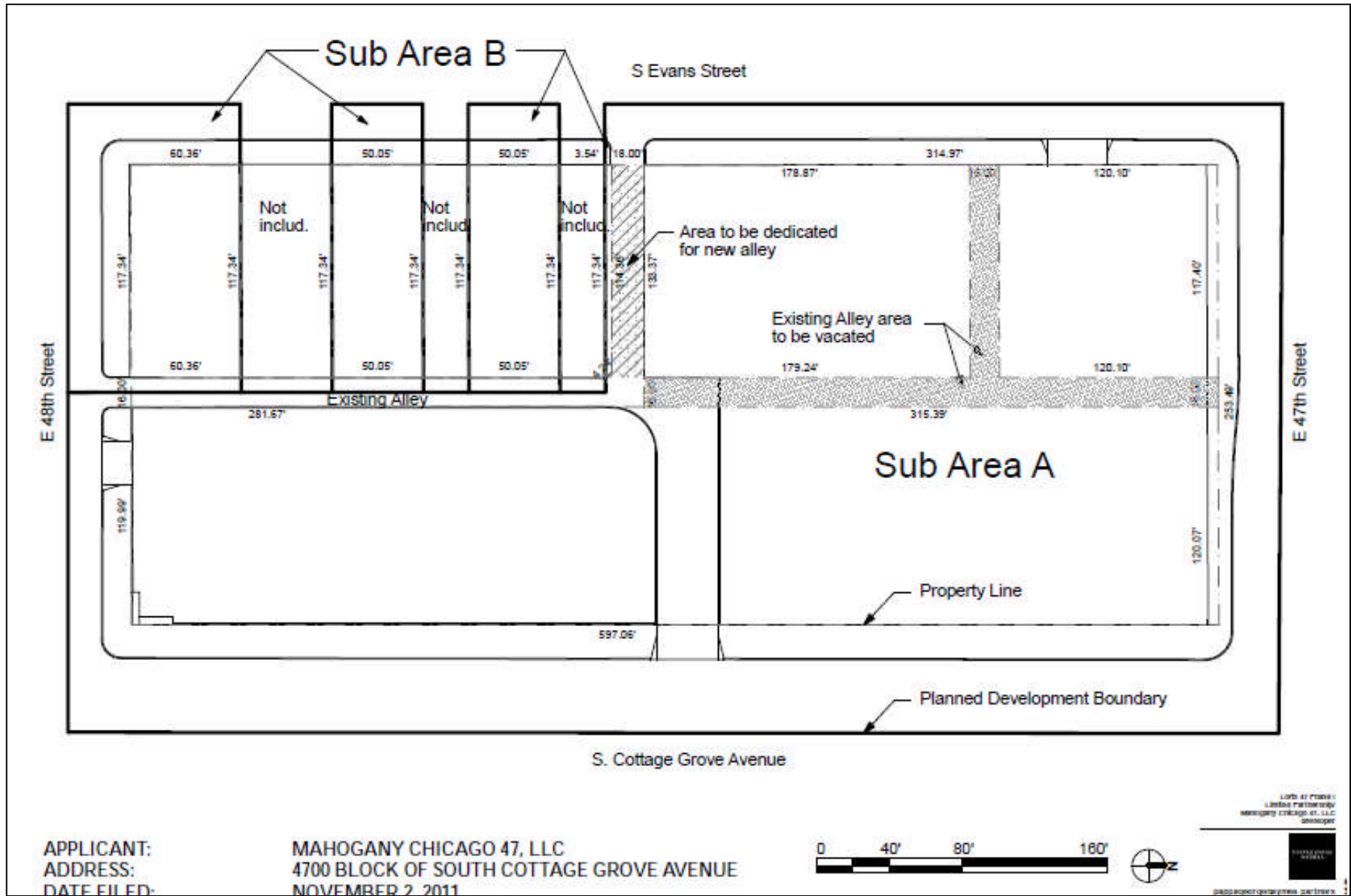
**APPLICANT:** MAHOGANY CHICAGO 47, LLC  
**ADDRESS:** 4700 BLOCK OF SOUTH COTTAGE GROVE AVENUE  
**DATE FILED:** NOVEMBER 2, 2011  
**PLAN COMMISSION:** JULY 19, 2012



Latta & Pines I  
 Limited Partnership  
 Mahogany Chicago #1, LLC  
 Developer  
 312.467.1111  
 www.lattapines.com

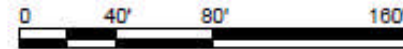


# Planned Development and Sub Area Boundary Map



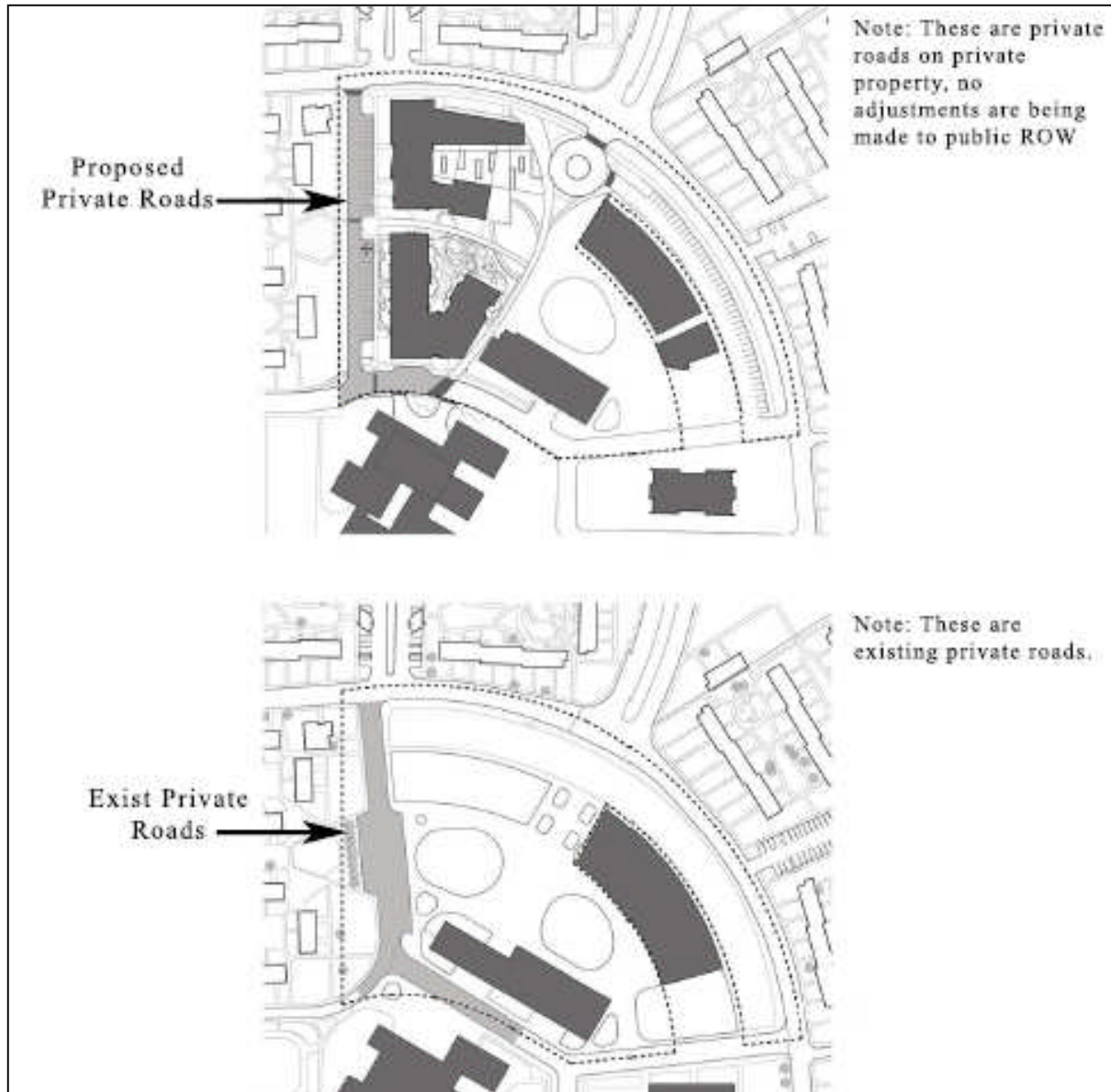
APPLICANT:  
ADDRESS:  
DATE FILED:

MAHOGANY CHICAGO 47, LLC  
4700 BLOCK OF SOUTH COTTAGE GROVE AVENUE  
NOVEMBER 2, 2011



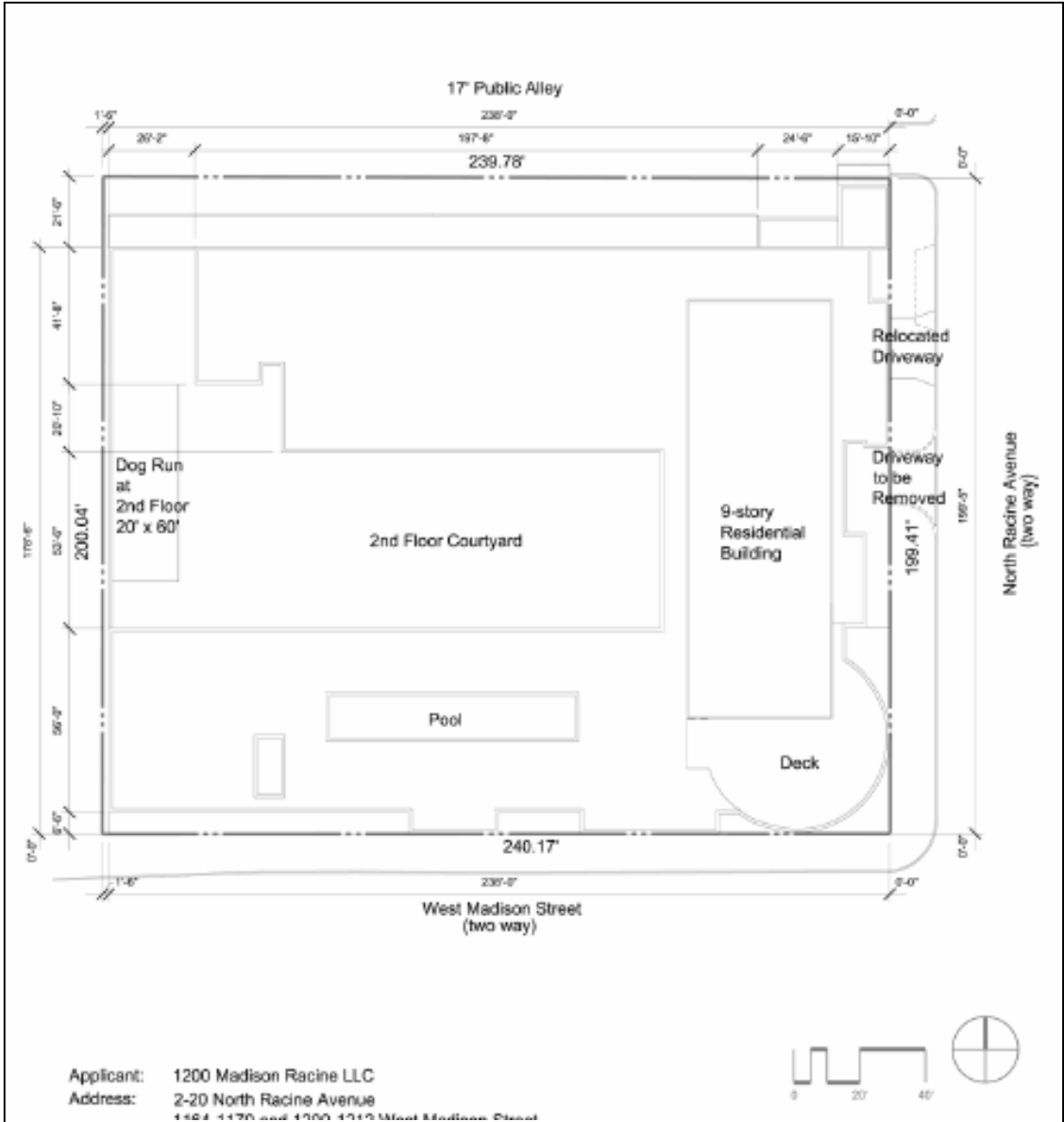
LOBBY 47 FLOOR  
LIMITED PARTNERSHIP  
MAHOGANY CHICAGO 47, LLC  
MANAGER  
PLANNING DEPARTMENT

# Right-of-Way Adjustment Map

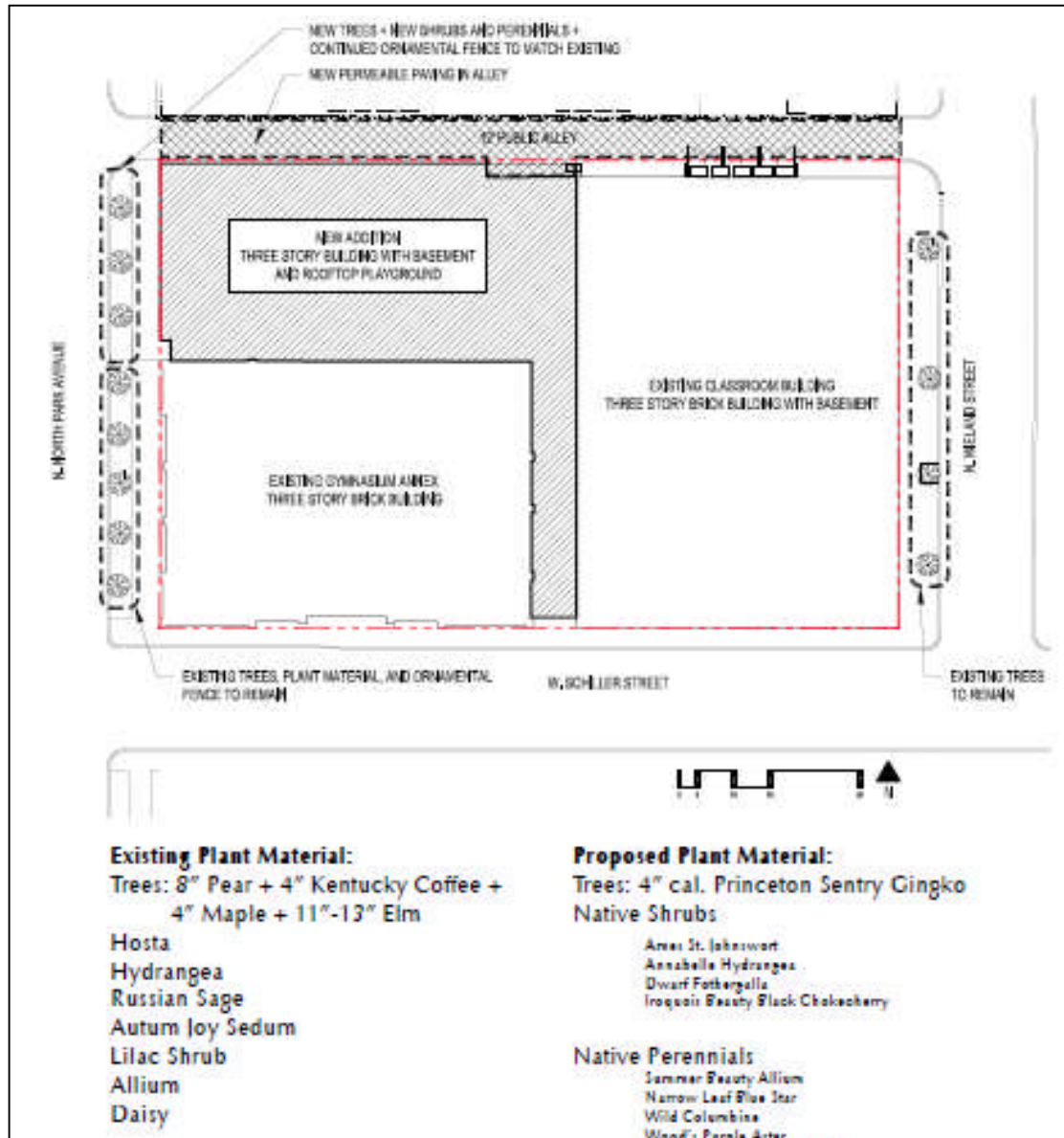




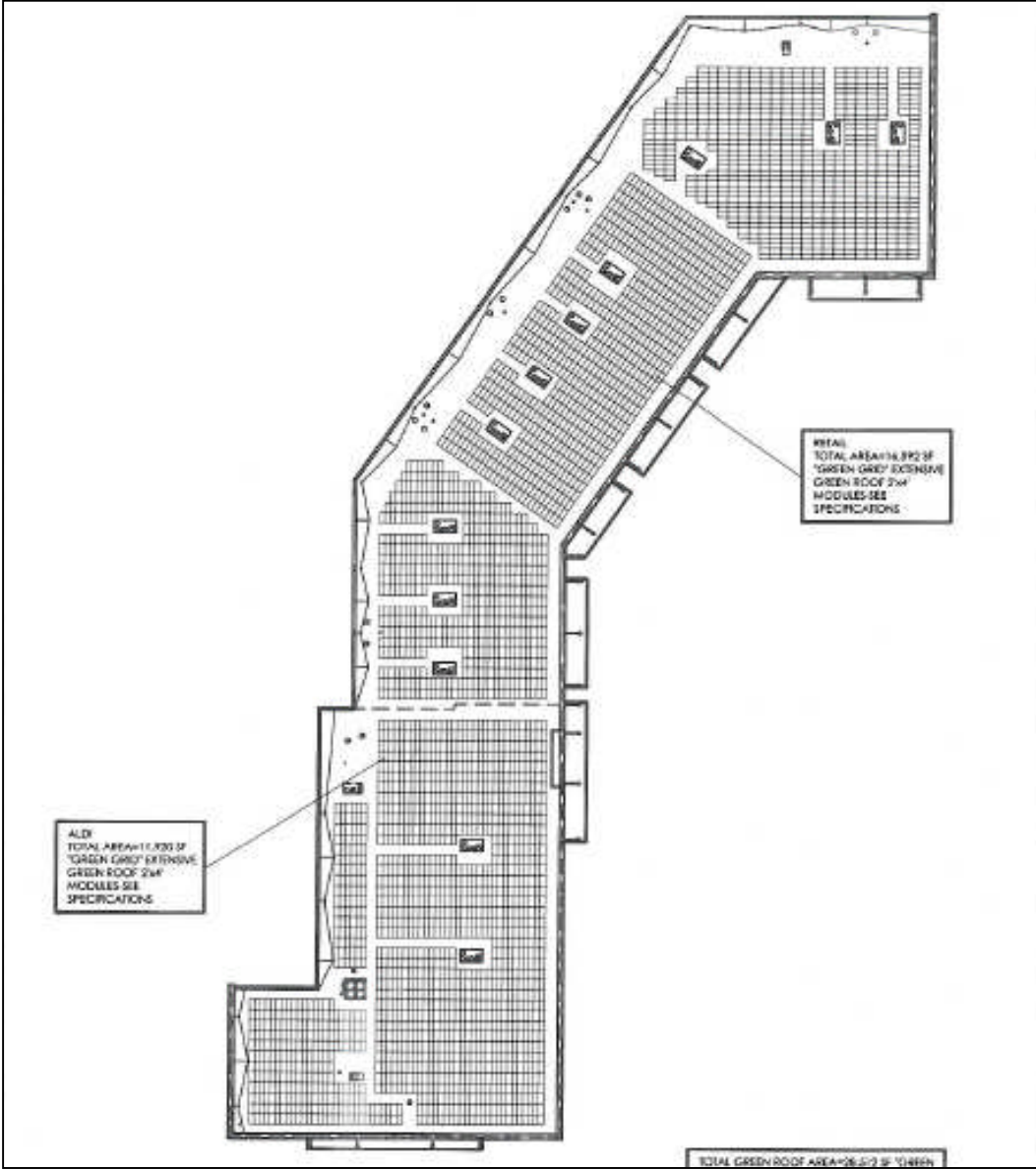
# Site Plan



# Landscape Plan and Species Detail



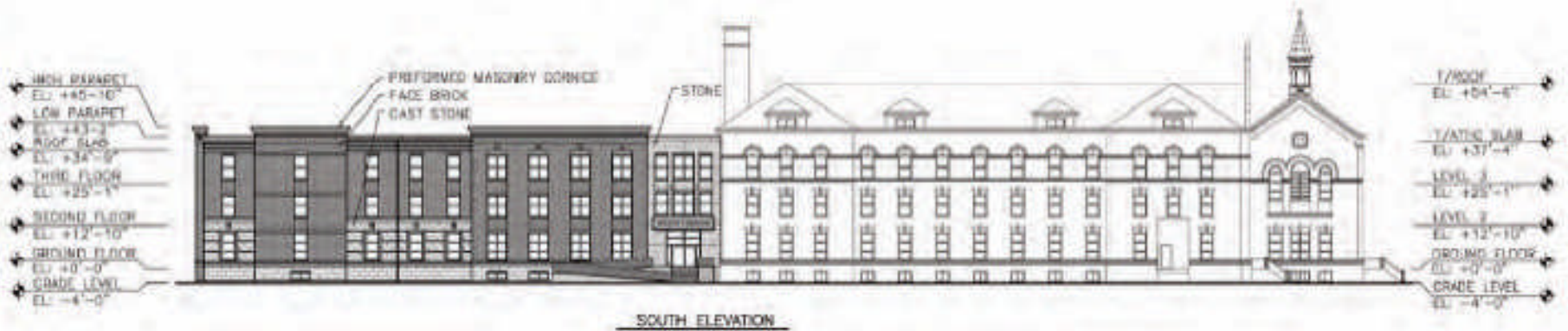
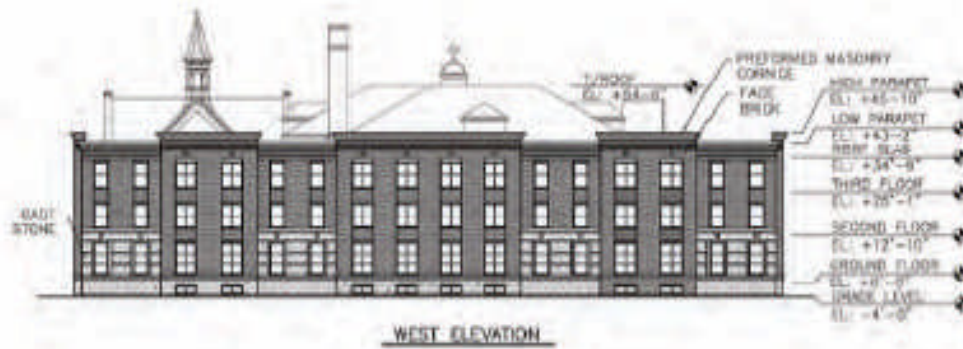
# Green Roof Plan



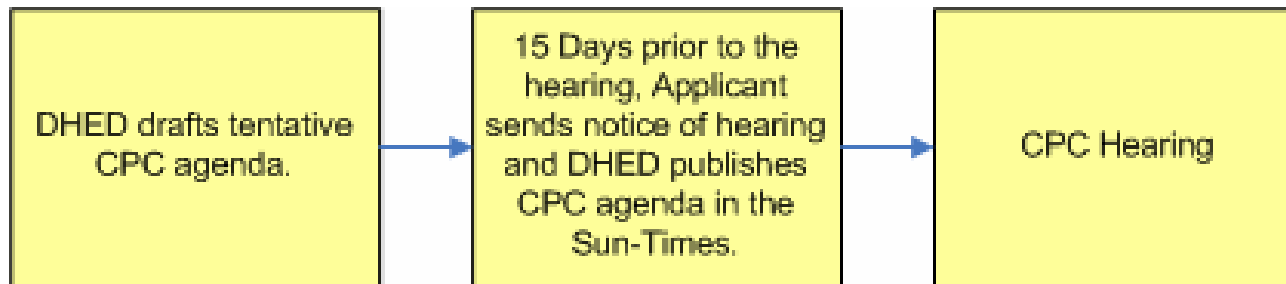


# Elevations

**Elevations**

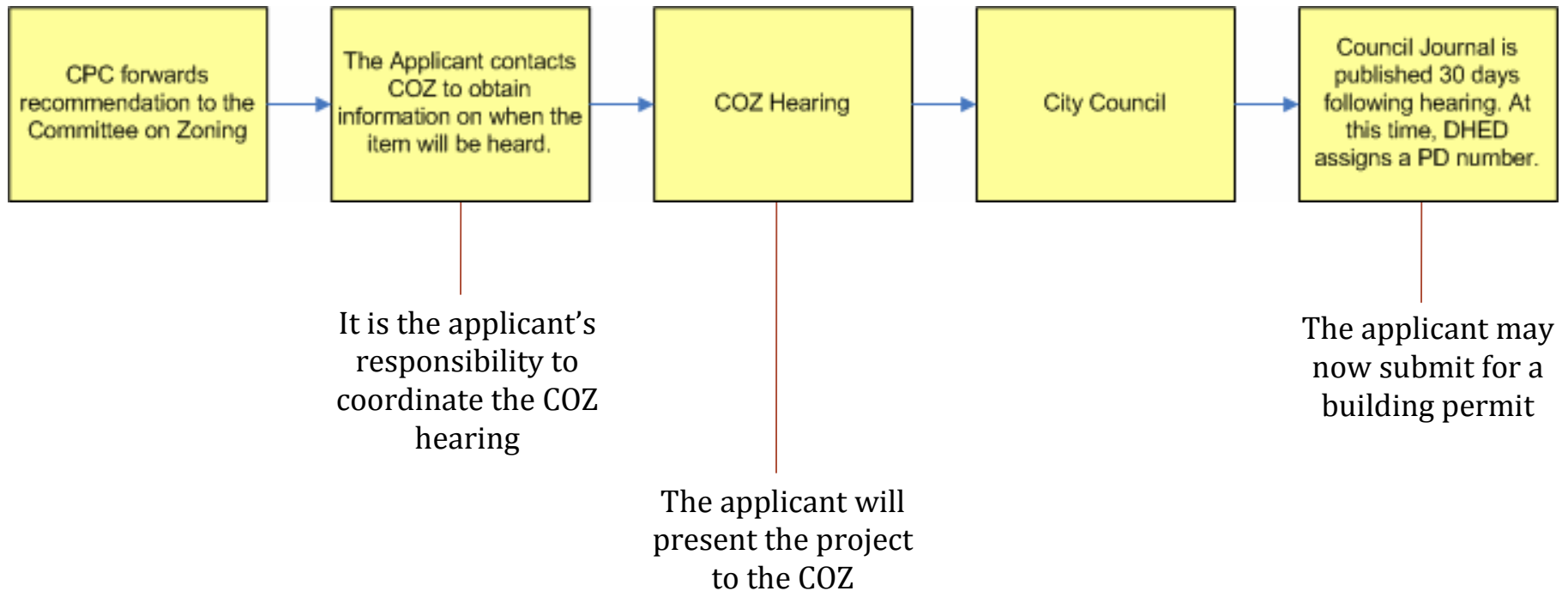


# Chicago Plan Commission Hearing



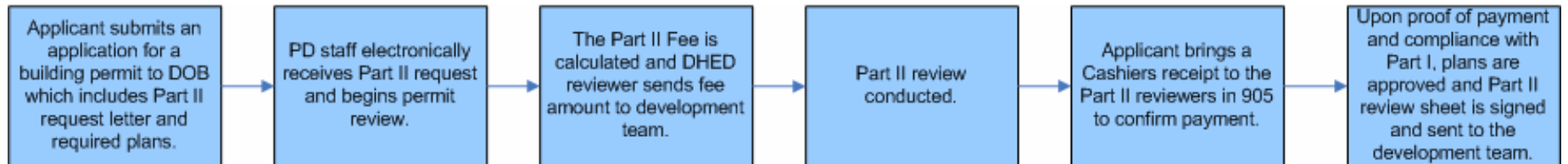
The item is introduced by DHED staff, a full PowerPoint presentation is given by the development team and to conclude the official recommendations presented by DHED staff

# Next Steps in the Legislative Process for PD and Industrial Corridor Applications





# Part II Review/Permit Submittal

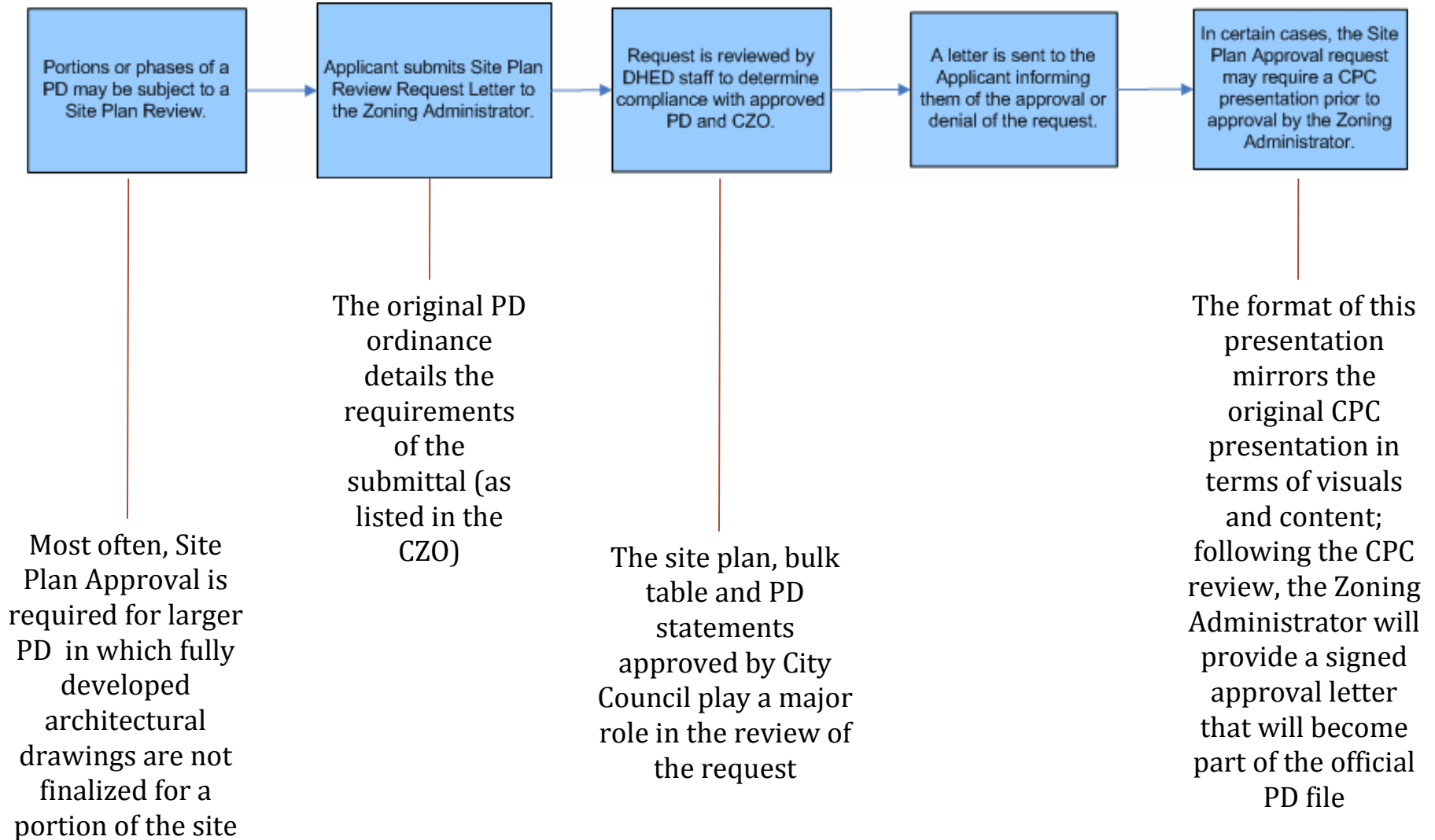


DHED confirms that submitted plans match those approved by City Council or at CPC, in the case of LPO

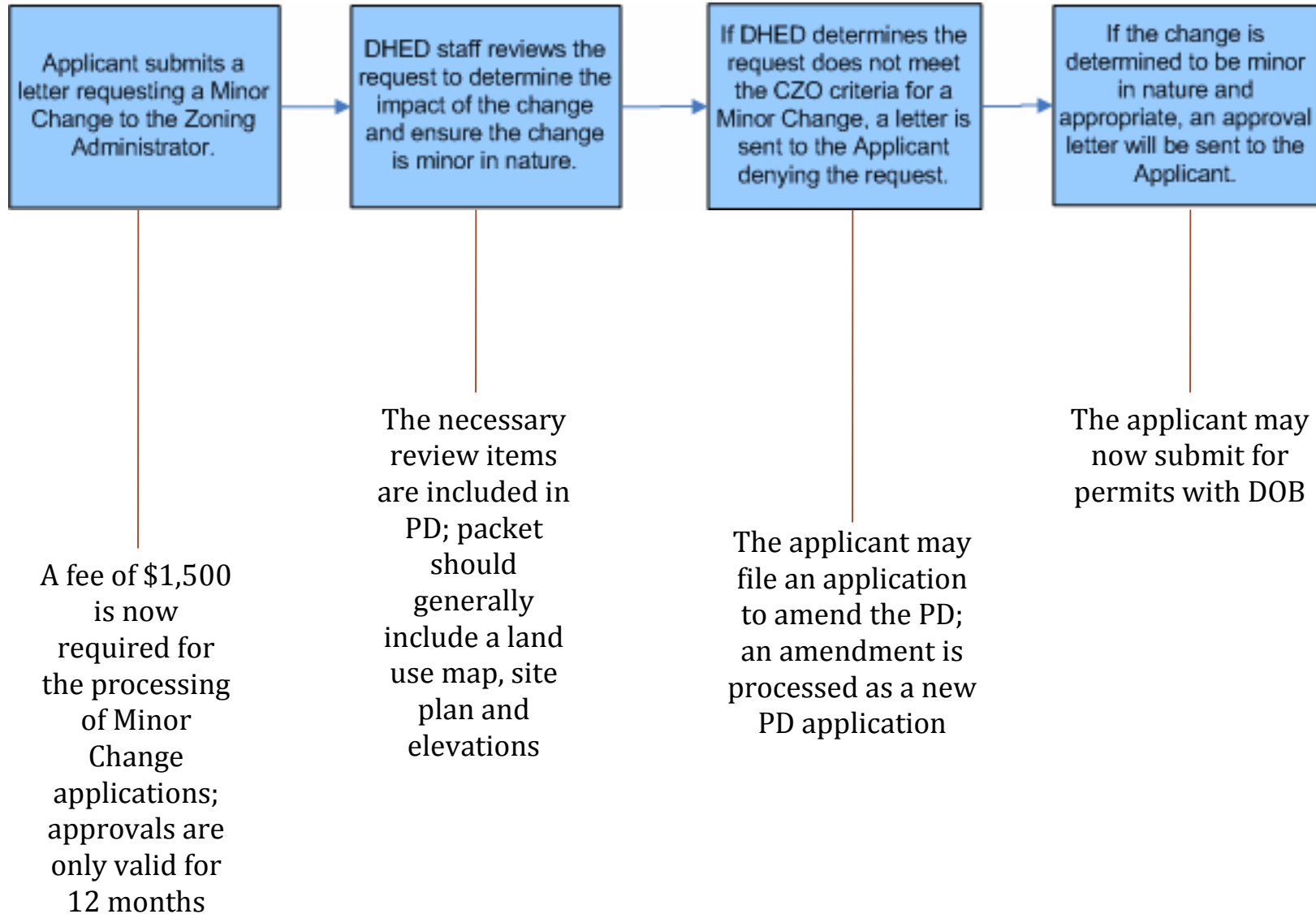
Comments and corrections are recorded on electronic system and revisions must be addressed

PD and LPO projects only

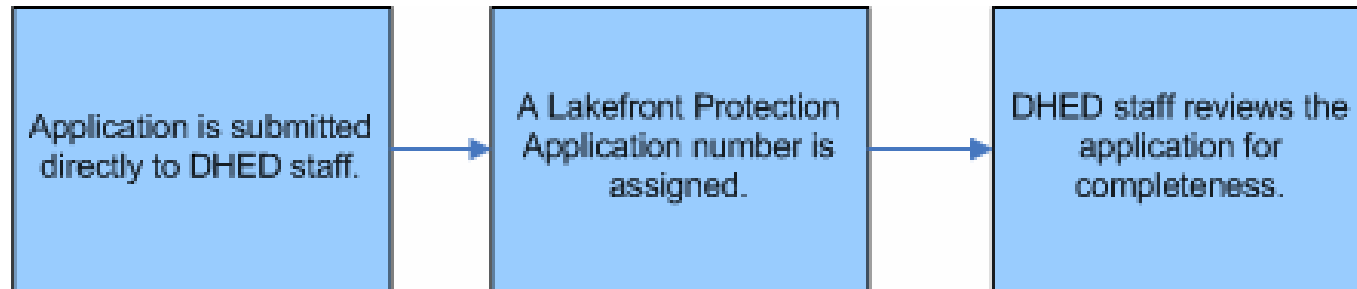
# Site Plan Approval



# Minor Change Requests and Amendments



# Lakefront Protection Applications



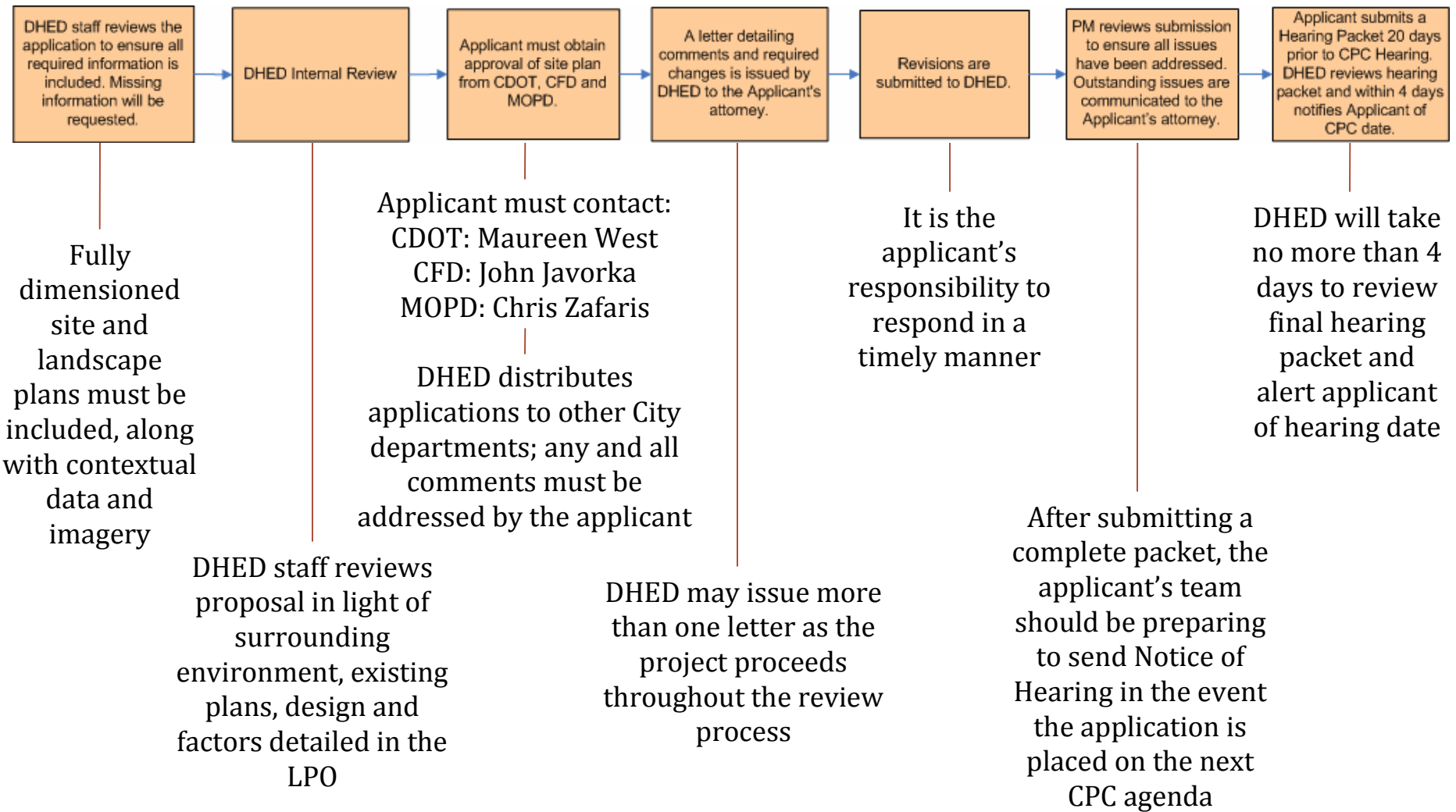
Submit application to Loretta Walsh in Room 905

## Complete Application Includes:

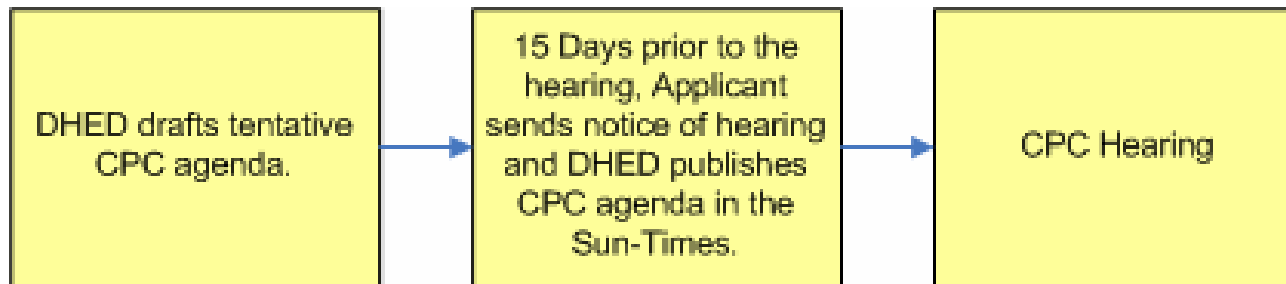
- Project narrative
- Site, landscape, green roof and phasing/sub-area plans
- Aerials, right-of-way and boundary maps
- Building elevations
- Underlying zoning information
- Lakefront Policy and Purpose responses
- Chicago Builds Green Form
- Economic Disclosure Statement(s)
- Draft Plan Commission PowerPoint
- Supplemental reports (traffic, landscaping, environmental impact, etc)
- Public notice of filing and hearing(s) and associated affidavits



# DHED Internal Review Process



# Chicago Plan Commission Hearing



The item is introduced by DHED staff, a full PowerPoint presentation is given by the development team and to conclude the official recommendations presented by DHED staff; upon approval, applicant may submit for permits with DOB

**Comments, Questions...**

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Chicago Department of

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