

VILLAGE OF HINSDALE
DESIGN REVIEW PERMIT APPLICATION

Name of Applicant:

Address of Subject Property: _____

If Applicant is not property owner, Applicant's relationship to property owner.

Name of Property Owner: _____

Brief description of what application requests: _____

***** FOR OFFICE USE ONLY *****

Date application received: _____

Date application complete: _____

Assigned application number: _____

Date initially considered by Plan Commission: _____

Date of legal notice: _____

Date of public hearing: _____

Date of ZPS Committee review: _____

Date of Board of Trustees review: _____

Final Decision: ___ Approved ___ Denied _____ Date

Applicant must complete **all** sections of this application. Failure to complete any section of this application will result in a delay in the consideration of this application. A public hearing will not be scheduled until the application is complete and complies with all applicable sections of the Zoning Ordinance. If a section of this application is not applicable, please write "N/A" in the appropriate place.

I. APPLICANT INFORMATION

1. **Owner.** Name, address, and telephone number of owner:_____
2. **Trustee Disclosure.** In the case of a land trust, the name, address, and telephone number of all trustees and beneficiaries of the trust:_____
3. **Applicant:** Name, address, and telephone number of applicant, if different from owner, and applicant's interest in the subject property:_____
4. **Consultants.** Name and address of each professional consultant advising applicant with respect to this application:
 - a. Attorney:_____
 - b. Engineer:_____
 - c. _____
 - d. _____
2. **Village Personnel.** Name and address of any officer or employee of the Village with an interest in the owner, the applicant, or the subject property, and the nature and extent of that interest:
 - a. _____
 - b. _____

II. SUBJECT PROPERTY INFORMATION

5. **Subject Property.** Address of the subject property:

 (Please attach the legal description of the property as Exhibit "A")

6. **Present zoning classification:** _____

7. **Current square footage of subject project:** _____

8. **Current use of subject property:**

Principal use: (i.e., residential, retail, service)

 Square footage devoted to this use: _____

Secondary use: _____

Square footage devoted to this use: _____

Additional Use: _____

(If more than three uses exist, please attach an additional sheet.)

9. **Proposed use of subject property; if different from current use:**

10. **Standard Industrial Classification (SIC) number of proposed use:**

(This number can be obtained at the Village's Public Services Office.)

11. **Square footage to be devoted to proposed use:** _____

12. In the case of any application being filed less than two years after the denial of an application seeking essentially the same relief, submit with this application a statement as required by Subsection 11-302-B of the Hinsdale Zoning Code.

13. Please complete the following table.

Table of Compliance

Requirements	Code Section	Minimum Code Regulation	Proposed Development
Height			
Lot area			
Intensity of use			
Frontage			
Building area			
Setback			
Side yard			
Rear yard			
Parking requirements			
Loading requirements			

Where any lack of compliance is shown, state the reason and explain the Village's authority, if any, to approve the application despite such lack of compliance: _____

III. CRITERIA FOR A DESIGN REVIEW PERMIT

The regulations of the Design Review Overlay District are intended to promote the historic and architectural qualities of the Village and thereby preserve the distinctive character of the Village. Below is a list of criteria which may be used in determining if a structure or use of a structure is consistent with the goals of this district. Please respond to each as it relates to this application.

14. Special Character. To effect and accomplish the protection, enhancement, perpetuation, and use of improvements and areas of special character or special historic and aesthetic interest or value which represent or reflect elements of the Village's cultural, social, economic, political, and architectural history or distinction. _____

15. Local Atmosphere. To maintain the local, "small town" atmosphere of various residential and business areas within the Village. _____

16. Compatibility. To insure compatibility of new development with the existing characteristics of the area. _____

17. Transitional Areas. To protect sensitive areas of transition from one land use to another. _____

18. Attractiveness. To protect and enhance the Village's attractiveness to visitors and the support and stimulus to local business provided thereby. _____

19. Strong Economy. To strengthen the economy of the Village.

20. Education, Pleasure, and Welfare. To promote the use of areas within the Design Review District for the education, pleasure, and welfare of the residents of the Village. _____

IV. NEW STRUCTURES

If the application requests a new structure, fill in this section completely. Please respond to each of the statements below as it relates to the proposed building. (If the application is for a change in use, disregard this section.)

21. Open Spaces. The quality of the open spaces between buildings and in setback spaces between street and facade.

22. Materials. The quality of materials and their relationship to those in existing adjacent structures.

23. General Design. The quality of the design in general and its relationship to the overall character of neighborhood.

24. General Site Development. The quality of the site development in terms of landscaping, recreation, pedestrian access, automobile access, parking, servicing of the property, and impact on vehicular traffic patterns and conditions on site and in the vicinity of the site, and the retention of trees and shrubs to the maximum extent possible.

25. Height. The height of the proposed buildings and structures shall be visually compatible with adjacent buildings.

26. Proportion of Front Facade. The relationship of the width of the height of the front elevation shall be visually compatible with buildings, public ways, and places to which it is visually related.

27. Proportion of Openings. The relationship of the width to height of windows shall be visually compatible with buildings, public ways, and places to which the building is visually related.

28. Rhythm of Solids to Voids in Front Facades. The relationship of solids to voids in the front facade of a building shall be visually compatible with buildings, public ways, and places to which it is visually related.

29. Rhythm of Spacing and Buildings on Streets. The relationship of a building or structure to the open space between it and adjoining buildings or structures shall be visually compatible with the buildings, public ways, and places to which it is visually related.

30. Rhythm of Entrance Porch and Other Projections. The relationship of entrances and other projections to sidewalks shall be visually compatible with the buildings, public ways, and places to which it is visually related.

31. Relationship of Materials and Texture. The relationship of the materials and texture of the facade shall be visually compatible with the predominant materials used in the buildings and structures to which it is visually related.

32. Roof Shapes. The roof shape of a building shall be visually compatible with the buildings to which it is visually related.

33. Walls of Continuity. Building facades and appurtenances such as walls, fences, and landscape masses shall, when it is a characteristic of the area, form cohesive wall of enclosure along a street to ensure visual compatibility with the buildings, public ways, and places to which such elements are visually related.

34. Scale of Building. The size and mass of buildings and structures in relation to open spaces, windows, door openings, porches, and balconies shall be visually compatible with the buildings, public ways, and places to which they are visually related.

35. Directional Expression of Front Elevation. A building shall be visually compatible with the buildings, public ways, and places to which it is visually related in its directional character, whether this be vertical character, horizontal character, or nondirectional character.

V. CERTIFICATION

The applicant certifies that all of the information contained herein is correct to the best of the applicant's knowledge.

The owner of the subject property, if different from the applicant, states that he or she consents to the filing of this application and that all information contained in this application is true and correct to the best of his or her knowledge.

The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application which may include, but is not limited to, the following items:

36. Minimum yard and setback dimensions and, where relevant, relation of yard and setback dimensions to the height, width, and depth of any structure.
37. A vehicular and pedestrian circulation plan showing the location, dimensions, gradient, and number of all vehicular and pedestrian circulation elements including rights-of-way and streets; driveway entrances, curbs, and curb cuts; parking spaces, loading spaces, and circulation aisles; sidewalks, walkways, and pathways; and total lot coverage of all circulation elements divided as between vehicular and pedestrian ways.
38. All existing and proposed surface and subsurface drainage and retention and detention facilities and all existing and proposed water, sewer, gas, electric, telephone, and cable communications lines and easements and all other utility facilities.
39. Location, size, and arrangements of all outdoor signs and lighting.
40. Location and height of fences or screen plantings and the type or kind of building materials or plantings to be used for fencing or screening.
41. A detailed landscaping plan, showing location, size, and species of all trees, shrubs, and other plant material.
42. A traffic study if required by the Village Manager or the Board or Commission hearing the application.

If the applicant fails to provide any of the above information, or any other information requested by the Boards, Commissions, and/or Staff, then the application will not be considered.

The applicant understands that he/she is responsible for all application fees and any other fees which Village assesses under the provisions of Subsection 11-301D of the Village of Hinsdale Zoning Code as amended April 25, 1989.

THE OWNER OF THE SUBJECT PROPERTY AND, IF DIFFERENT, THE APPLICANT ARE JOINTLY AND SEVERALLY LIABLE FOR THE PAYMENT OF THE APPLICABLE APPLICATION FEE. BY SIGNING THE APPLICATION, THE OWNER HAS AGREED TO PAY SAID FEE, AND TO CONSENT TO THE FILING AND FORECLOSURE OF A LIEN AGAINST THE SUBJECT PROPERTY FOR THE FEE PLUS COSTS OF COLLECTION, IF THE ACCOUNT IS NOT SETTLED WITHIN 30 DAYS AFTER THE MAILING OF A DEMAND FOR PAYMENT.

I, or we, have read the above certification, understand it, and agree to abide by its conditions.

Name of Owner

Signature of Owner

Name of Applicant

Signature of Applicant

Date