

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

January 6, 2009

Mr. Scott Pointner
Rathje & Woodward, LLC
300 E. Roosevelt Rd. Suite 300
Wheaton, IL 60187

Re: Z08-109 Church of the Resurrection

Dear Mr. Pointner:

The City of West Chicago received the initial application for the Church of Resurrection this morning. I have had the opportunity to review my notes of our previous meetings as well as the submittal and have noted that substantial information has not been submitted. I have detailed the information that is lacking in the following paragraphs.

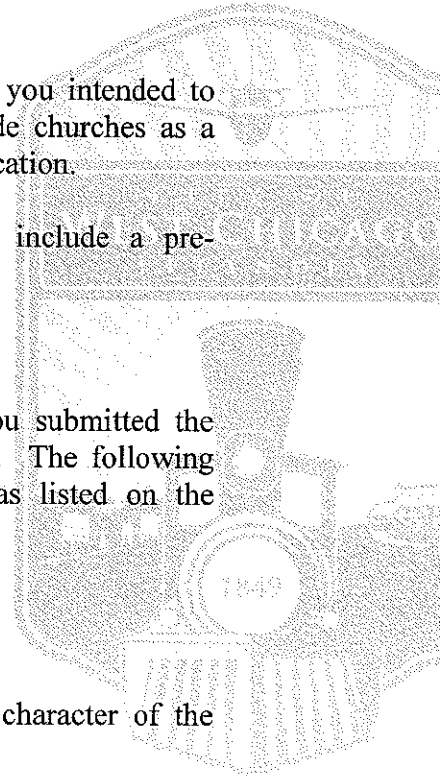
1. Based on our previous meetings, it was my understanding that you intended to submit a pre-annexation agreement, a text amendment to include churches as a special use PUD in the ER-1 district, and a preliminary PUD application.
2. The submittal includes an annexation petition, but does not include a pre-annexation agreement or the \$500 application fee.
3. The application for a text amendment has not been submitted.
4. The special use permit application is not necessary because you submitted the preliminary PUD application, which is considered a special use. The following information is lacking from the preliminary PUD submittal, as listed on the application packet I provided to you:
 - a) Application fee of \$800, plus \$150 per acre.
 - b) Architectural elevations.
 - c) Environmental impact statement
 - d) Preliminary engineering plans.
 - e) Statement of planning objective and explanation of the character of the PUD.
 - f) Covenants, conditions, restrictions and easements.
 - g) Project phasing schedule
 - h) School district impact study.
 - i) Tax impact study.
 - j) Real estate market study
 - k) List of adjacent property owners within 250 feet.
 - l) Authorization letter from the property owner.
 - m) Trust disclosure certificate if the property is in trust.
 - n) Statement of current and proposed ownership.

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CITY CLERK

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5. Of those items that were submitted with the application, they were all reduced copies and none of the plans were to scale. Therefore we cannot begin our analysis. Specific issues with the plans that were submitted are listed below:
- a) The proposed site plan does not conform to the minimum submittal requirements. As noted, it is not to scale. Additionally, there are no dimensions or other required detail.
 - b) The architectural rendering contains valuable information, but is not an architectural elevation, which is required as part of the submittal.

I hope this clarifies the submittal requirements for the proposed Church of the Resurrection. Once we receive a complete application we can begin the review process. As we have discussed in several of our previous meetings, the sanitary sewer alignment is crucial to the proposal and we look forward to receiving the proposed plan for sanitary connection. If you have any questions or would like to meet to discuss the submittal requirements again please call me at 630-293-2200, extension 141.

Sincerely,



Joanne L. Kalchbrenner, AICP
Community Development Director