

DEVELOPMENT APPLICATION REVIEW PROCESS

Petition Type	Agency to Review prior to Village Board (VB) Action			
	Plan Commission (PC)	Zoning Board of Appeals (ZBA)	Architectural Review Commission (ARC)	Building Board of Appeals (BBA)
Appeal of Any Building/Fire Code Order, Decision or Interpretation by Building & Zoning Official				<u>BBA</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition
Annexations	The process for annexations can vary depending on the circumstances. At a minimum, a meeting before the Village Board is required. Please consult with the Village Planner at 630-547-5250 for more information.			
Building Code Text Amendment or Adoption				<u>BBA</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition
Exterior Appearance Review (EA)			<u>ARC</u> – Review & Recommendation to VB <u>VB</u> – Final Disposition	
Land Transfer, Lot Consolidation, or Two-Lot Subdivision	Administrative Review by the Planning and Development Director			
Preliminary Plat of Major Subdivision Note: PC has the ability to authorize a combined review of the Preliminary and Final Plats at the pre-application meeting.	<u>PC</u> – Pre-application Meeting (Encouraged) <u>PC</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition			

Petition Type	Agency to Review prior to Village Board (VB) Action			
	Plan Commission (PC)	Zoning Board of Appeals (ZBA)	Architectural Review Commission (ARC)	Building Board of Appeals (BBA)
Final Plat of Major Subdivision	<u>PC</u> – Review & Recommendation to VB <u>VB</u> – Final Disposition			
Minor Subdivision Note: A minor subdivision results in the creation of three or four lots, or in the creation of two lots in which one or both of the proposed lots will not conform to standards.	<u>PC</u> – Pre-application Meeting (Encouraged) <u>PC</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition			
Preliminary Planned Unit Development (PUD) Note: A PUD is required for any new construction, including additions in the downtown or is used where there are multiple buildings proposed with shared use of parking, access, etc. The Planning and Development Director has the authority to combine Preliminary and Final PUD review into one step.	<u>PC</u> – Pre-application Meeting <u>PC</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition			
Final Planned Unit Development (PUD)	<u>PC</u> – Review & Recommendation to VB <u>VB</u> – Final Disposition			
Sign Variation (SV)			<u>ARC</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition	

Petition Type	Agency to Review prior to Village Board (VB) Action			
	Plan Commission (PC)	Zoning Board of Appeals (ZBA)	Architectural Review Commission (ARC)	Building Board of Appeals (BBA)
Special Use Permit (SUP)	<u>PC</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition			
Stormwater Variation	<u>PC</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition			
Zoning Map Amendment & Zoning Code Text Amendment (ZMA/ZTA)	<u>PC</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition			
Zoning Variation (ZV) or Construction Necessitated ZV for Commercial, Nonresidential or Multi-Family projects or for New Subdivisions and Chapter 6 Flood Hazard Regulations	<u>PC</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition			
Zoning Variation (ZV) or Construction Necessitated ZV for Single-Family and Two Family projects (except Chapter 6 Flood Hazard Regulations)		<u>ZBA</u> – Review at Public Hearing & Recommendation to VB <u>VB</u> – Final Disposition		

For more information, or to access forms and applications for these petition requests, please visit www.glenellyn.org or contact the Planning and Development Department at 630-547-5250