

Planned Development Application Process & Timeline

520 S. Maple Avenue (Rush Oak Park Hospital – Emergency Room)

Development Concept

In order to pursue a project that would require an exemption from a Village code, a developer/applicant must first approach the Development Customer Services (DCS) Department with a plan. If DCS staff determines the proposal meets the criteria necessary for a Planned Development application, the applicant is advised of the following steps:

Neighborhood Meeting

The applicant is required to conduct a neighborhood meeting to present the project, seek feedback and get to know the neighbors prior to submitting a Planned Development application. The meeting must be advertised. Village staff or officials, either elected or appointed, do not attend these meetings.

Project Review Team

Once the neighborhood meeting is completed, the applicant submits a preliminary application for a technical review by the Plan Review Team (PRT). Staff reviews the preliminary application for compliance with the Planned Development regulations and provides comments to the applicant.

Application Submittal

Final Submission June 30, 2017

Once PRT comments are received by the applicant and any modifications are made, the applicant submits a final Planned Development application for Village Board referral to a hearing body. The application is formally scheduled on a Village Board agenda and is made available to the public. *Once the meeting date is confirmed and the agenda approved, the application becomes available for public view and is posted to the [Village website](#), typically the Friday before the Village Board meeting.*

Village Board Referral

July 17, 2017

At the scheduled meeting, the Village Board refers the Planned Development application to a hearing body, typically the Plan Commission. The selected hearing body holds the public hearing, which must be advertised.

Public Hearing(s)

** August 3, 2017, August 17, 2017*

Comments about the application from the general public may be [submitted to the DCS department](#) or made in person at the public hearing. The hearing body examines the application, reviews the public comments and conducts the public hearing. Upon conclusion of the public hearing, the hearing body makes a recommendation of approval, approval with conditions or denial to the Village Board.

Village Board Decision

**September, 5, 2017 depending on Plan Commission public hearings & Board availability*

Based on the hearing body's recommendation, its findings and public comments, the Village Board may decide to approve, deny or require modifications to the application. The Village Board may determine that substantial modifications require the hearing body to re-review the application through the public hearing process.

* These meeting dates shown above are projected based upon historical reviews and continuances of similar projects. The public hearing continuation dates will be determined by the Plan Commission's and Applicant's availability. These dates are subject to actions and meeting notices in compliance with the Open Meetings Act. All meeting agendas are posted at least 48 hours in advance of the meeting. These agendas are posted on the village's website www.oak-park.us and on the message board within the lobby of Village Hall.