Alderman James Cappleman’s 46th Ward Zoning and Development Application

ALL APPLICABLE SECTIONS OF THIS FORM SHOULD BE COMPLETED AND SUBMITTED BEFORE A MEETING IS SCHEDULED WITH THE ALDERMAN’S OFFICE. IF INFO IS NOT IMMEDIATELY AVAILABLE BUT IS RELEVANT TO THE PROJECT WRITE, “FUTURE”. ANY INFO NOT RELEVANT CAN BE MARKED, “N/A” OR BLANK.

Completed forms can be mailed, emailed or faxed to the 46th Ward office: 4544 N. Broadway Ave., Chicago IL, 60640
Email: info@james46.org    Fax: 773-784-5033    (Subject: Development Application)

46th Ward Zoning and Development process summary for developers:
1. Fill out Application (below)
2. Meet with Alderman Cappleman
3. For large developments, meet with Ward Zoning & Development committee to present proposal
4. Present proposal at open public meeting
5. If necessary, attend meetings with neighborhood groups to address specific concerns
6. Meet with the Zoning and Development committee for final review
7. Decision announced by Alderman Cappleman the next business day
8. This process will conclude prior to any City of Chicago approvals
9. If a proposal is rejected, the developer may re-present the project with significant changes and at the discretion of the Alderman

The 46th Ward Zoning and Development Committee meets the last Monday of each month
For more information about the 46th Ward Zoning and Development process, please refer to the Developer and Committee Procedure Guidelines

CHICAGO’S 46TH WARD ALDERMAN
JAMES CAPPLEMAN

Questions? Please call the 46th Ward Service office at 773-878-4646 or email tressa.feher@cityofchicago.org
[SECTION A] – PLEASE COMPLETE ALL RELEVANT CONTACT INFORMATION

General Information

Project Name: ______________________________________________________________
Date Submitted: ____________________________________________________________
Owner’s Name: _____________________________________________________________
Owner’s Address: ___________________________________________________________
Owner’s Phone Number: _____________________________________________________
Owner’s Fax Number: _______________________________________________________
Developer’s Name: _________________________________________________________
Developer’s Address: _______________________________________________________  
Developer’s Phone Number: _________________________________________________
Developer’s Fax: __________________________________________________________
Developer’s Website: _______________________________________________________
Architect’s Name: __________________________________________________________
Contact: __________________________________________________________________
Architect’s Address: _______________________________________________________  
Architect’s Phone Number: _________________________________________________
Architect’s Fax Number: ___________________________________________________
Architect of Record’s Name: ________________________________________________
Architect of Record’s Address: ______________________________________________
Architect of Record’s Phone Number:_________________________________________
Architect of Record’s Fax Number:___________________________________________
Architect of Record’s Website:_______________________________________________
General Contractor’s Name:_________________________________________________
Contact:_________________________________________________________________
General Contractor’s Address:_______________________________________________
General Contractor’s Phone Number:__________________________________________
General Contractor’s Fax Number:____________________________________________
General Contractor’s License Number:________________________________________

**Project Information**

Type of Construction:  Rehab □  New Construction □  Both  None/Existing □
Project Location/Address:___________________________________________________
Brief description of project:
________________________________________________________________________
________________________________________________________________________

**IF THE PROJECT IS AN EXISTING STRUCTURE WITH NO NEW CONSTRUCTION OR REHAB PLEASE FORGO THE REMAINDER OF SECTION A AND CONTINUE TO SECTION B**

Name of current owner of property:
If the applicant is not the owner, please describe agreement with owner:

If owned by land trust, name of beneficiary:

Does the project include an Orange, Red, Landmark or National Register Historic Structure? If so, which?

Current Zoning Designation:

Do you plan to maintain the current zoning designation? Yes □ No □

If, so please complete SECTION B.

Building Use(s): Single Family □ Apartment □ Condominium □ Townhouse □ Commercial □ Mixed Use □ Office □ Institutional □ Other

Lot dimensions: ________________________________

Site Square Footage: ________________________________

Building Footprint: ________________________________

Building Height: From grade at curb to bottom of the ceiling joist of the highest habitable level:

________________________________________

From grade at curb to highest point of building (excluding chimneys, satellite dishes, HVAC units, etc):

________________________________________

Height of each floor measured from finished floor to the finished ceiling and any below-grade space, including but not limited to basement: ________________________________
Type of construction material to be used on all sides of the exterior:

[SECTION B] – COMPLETE SECTION IF PROJECT IS REQUESTING FINANCIAL SUPPORT FROM THE CITY OF CHICAGO AND/OR AN ALDERMANIC APPROVAL REQUEST SUCH AS REQUESTS FOR:

1. CURB CUTS
2. A LOADING ZONE
3. ZONING CHANGE
4. ENCROACHMENT OF THE PUBLIC WAY
5. SIGNAGE PERMIT

Requests
Do you plan to maintain the current zoning designation? Yes ☐ No ☐
If No, what would the proposed change be? Please list intended zoning designation and a brief description:

Will there be a request for curb cuts? Yes ☐ No ☐ Number: _______ Size________
Location: ______________________________________________________________
Will there be a request for a loading zone? Yes □ No □ Size: __________________
Location: ______________________________________________________________

Will there be any encroachment of the public right of way? Yes □ No □ If so, please describe:
____________________________________________________________________________________________________________________________________________

Would any signage require a permit application/Aldermanic ordinance? Yes □ No □ If yes, what is the total square footage of
sign area? Please include pictures (digital preferred) or renderings. ______________________________________________________________

Are you seeking any financial assistance from the City of Chicago? Yes □ No □ If yes, please select all that apply:
   TIF Assistance Requested amount: Yes □ No □
   Land write down or negotiated sale: Yes □ No □
   Tax Class L: Yes □ No □
   County Tax Abatement Program (e.g., Class 6- Industrial or 7- Commercial): Yes □ No □

FOR ANY REQUESTS PLEASE INCLUDE ALL RELEVANT DOCUMENTATION
[SECTION C] – COMPLETE SECTION IF PROJECT INCLUDES NEW CONSTRUCTION

Please list all current and recent development projects:
____________________________________________________________________________________________________________
____________________________________________________________________________________________________________
____________________________________________________________________________________________________________

Has the developer’s property(ies) been subject to legal action?  Yes ☐ No ☐
If so, please explain the circumstances of the legal action:
____________________________________________________________________________________________________________
____________________________________________________________________________________________________________
____________________________________________________________________________________________________________

Has a traffic study been completed:  Yes ☐  No ☐
If yes, please attach document.
How many on-site parking spaces will be provided? _____________________________
How will they be accessed?
____________________________________________________________________________________________________________

Will the project include bike parking and storage? Yes ☐ No ☐
How will they be accessed?
____________________________________________________________________________________________________________

Where will the garbage dumpsters/cans for the property be located?:
____________________________________________________________________________________________________________
Will the proposed project include any sustainable or “green” features such as a green roof, permeable pavement, car sharing, etc.? If so, please describe:

____________________________________________________________________________________________________________
____________________________________________________________________________________________________________

Will this project create any jobs?  Yes    No  □

If yes, please describe:

______________________________________________________________________________________________________

FOR ANY REQUESTS PLEASE INCLUDE ALL RELEVANT DOCUMENTATION
[SECTION D] – SECTION MUST BE COMPLETED IF THE PROJECT FITS ANY OF THE FOLLOWING CRITERIA. BUILDINGS FITTING THESE CRITERIA MUST HAVE ALSO COMPLETED ALL PREVIOUS SECTIONS.

6. TIF FUNDING IS REQUESTED
7. PROJECT IS A PLANNED DEVELOPMENT
8. PROJECT COST IS GREATER THAN $10 MILLION
9. PROJECT INCLUDES AFFORDABLE HOUSING UNITS

Has financing been secured for this project? Yes  No
If yes, please briefly describe the nature of the financing, and attach any appropriate additional description and documentation.

____________________________________________________________________________________________________________
____________________________________________________________________________________________________________

Is the project within a TIF? If so, which? ______________________________________________________________
If TIF assistance is requested, briefly describe the amount and nature of the request and attach any appropriate documentation.

____________________________________________________________________________________________________________
____________________________________________________________________________________________________________

Is the proposed project a planned development? Yes  No
If the project is a planned development, briefly describe and attach appropriate documentation:

____________________________________________________________________________________________________________
____________________________________________________________________________________________________________

Have you met with the Department of Housing and Economic Development regarding the project? Yes  No ☐
Who is the DHED contact?: ______________________________
Contact’s Phone Number: ______________________________
Is the cost of this project above $10 Million? Yes   No
If yes, what is the total estimated cost of this project? _________________
Does the project proposal include affordable housing units? Yes   No
If yes, please describe the affordable housing component and attach any appropriate additional description and documentation.
____________________________________________________________________