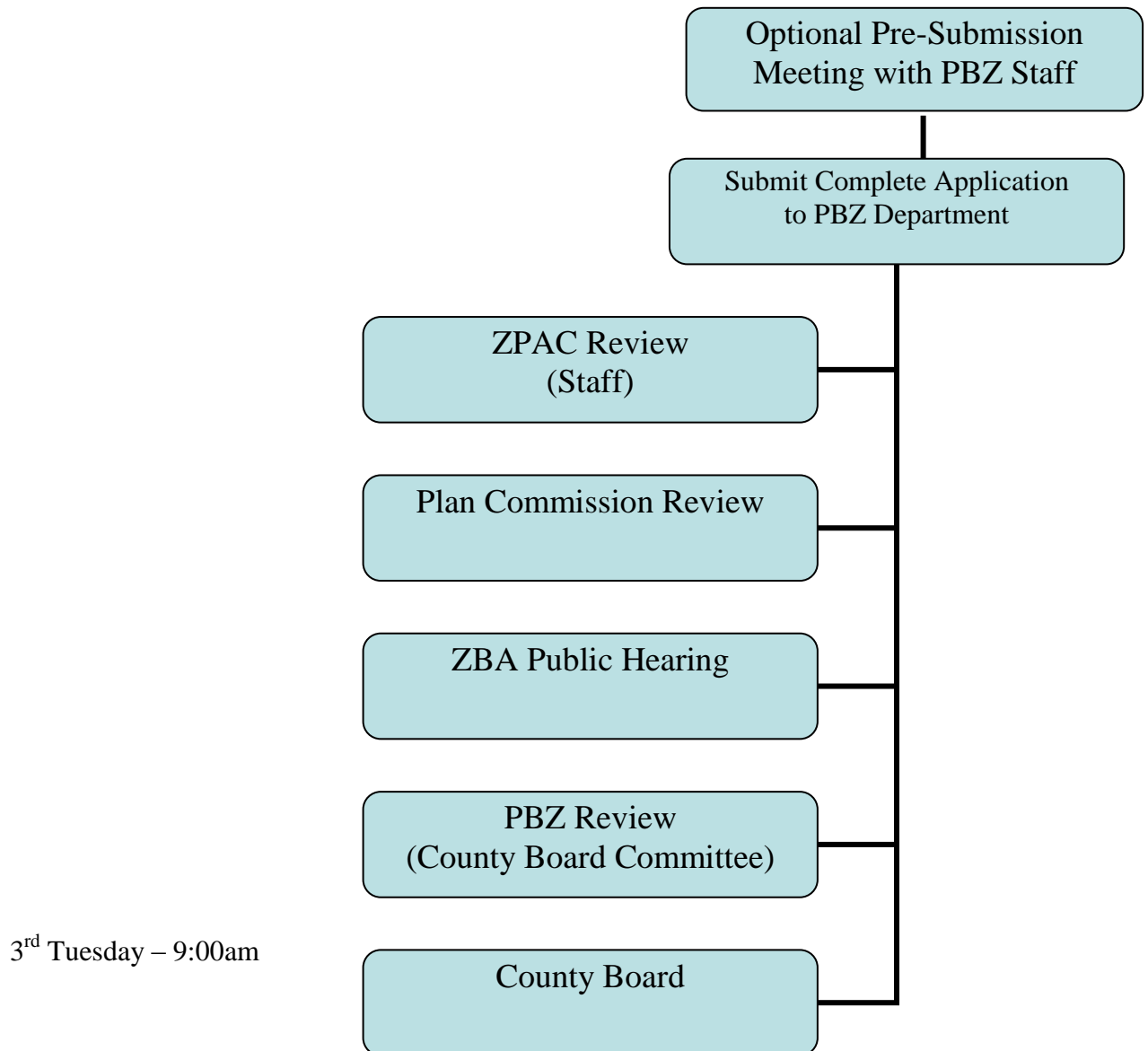


## Kendall County Text Amendment Process



### Notes:

1. Timeline assumes application submittal is complete, and no major changes are requested during the review process.
2. The Plan Commission, ZBA, PBZ and County Board may continue or table an item if it is determined that additional time or information is needed for review. Such actions will extend the review process.

## KENDALL COUNTY TIMETABLE 2025

### for TEXT AMENDMENTS, MAP AMENDMENTS, RPD's (Residential Planned Developments), NON-RESIDENTIAL PUDS, SPECIAL USES AND MAJOR AMENDMENTS TO A SPECIAL USE

Application Deadline	ZPAC	COMBINED KCRPC & ZBA PUBLICATIONS**		Deadline to submit proof of publication to PBZ Dept.***	KCRPC	ZBA	PBZ	CB
By 4:30 p.m.	(9:00 A.M.)	BEGIN	END		(7:00 P.M.)	(7:00 P.M.)	(6:30 P.M.)	(9:00 A.M.)
10/22/24	11/05/24	11/16/24	12/01/24	12/04/24	12/11/24	12/16/24	01/13/25	01/21/25
11/15/24	12/03/24	11/16/24	12/01/24	12/04/24	12/11/24	12/16/24	01/13/25	01/21/25
12/24/24	01/07/25	12/28/24	01/12/25	01/15/25	01/22/25	01/27/25	02/10/25	02/18/25
01/21/25	02/04/25	02/01/25	02/16/25	02/19/25	02/26/25	03/03/25	03/10/25	03/18/25
02/18/25	03/04/25	03/01/25	03/16/25	03/19/25	03/26/25	03/31/25	04/07/25	04/15/25
03/18/25	04/01/25	03/29/25	04/13/25	04/16/25	04/23/25	04/28/25	05/12/25	05/20/25
04/22/25	05/06/25	05/03/25	05/18/25	05/21/25	05/28/25	06/02/25	06/09/25	06/17/25
05/20/25	06/03/25	05/31/25	06/15/25	06/18/25	06/25/25	06/30/25	07/07/25	07/15/25
06/17/25	07/01/25	06/28/25	07/13/25	07/16/25	07/23/25	07/28/25	08/11/25	08/19/25
07/22/25	08/05/25	08/03/25	08/18/25	08/20/25	08/27/25	09/02/25	09/08/25	09/16/25
08/19/25	09/02/25	08/30/25	09/14/25	09/17/25	09/24/25	09/29/25	10/13/25	10/21/25
09/23/25	10/07/25	09/27/25	10/12/25	10/15/25	10/22/25	10/27/25	11/10/25	11/18/25
10/21/25	11/04/25	11/15/25	11/30/25	12/03/25	12/10/25	12/15/25	01/12/26	01/20/26
11/14/25	12/02/25	11/15/25	11/30/25	12/03/25	12/10/25	12/15/25	01/12/26	01/20/26

TIMELINE IS SUBJECT TO CHANGE-REVIEW BY TOWNSHIPS, MUNICIPALITIES AND ADVISORY BOARDS COULD DELAY THE ADOPTION PROCESS

**\*\* Petitioners must adhere to KCRPC & ZBA publication timeframe as listed. All notifications must be given to property owners and published in the newspaper no earlier than the "begin" date listed and no later than the "end" date listed for the appropriate KCRPC & ZBA meeting. Notices submitted to the paper for publication must also include the legal description of the property that is the subject of the hearing. The "Kendall County Record" and "Beacon News" are the preferred papers for publication of notices. The "Beacon News" is published daily. The Kendall County Record is a weekly publication issued each Thursday. Please check with each publication regarding publication deadlines. For further information regarding the cost and deadlines related to each paper, contact the "Kendall County Record" at (630) 553-7034 ([publicnotice@kendallcountynow.com](mailto:publicnotice@kendallcountynow.com)) or the "Beacon News" ([suburban.legal@tribpub.com](mailto:suburban.legal@tribpub.com))**

**\*\*\* Proof of notification must be submitted to the Planning, Building & Zoning Department prior to the KCRPC meeting. The deadline is specified above.**

**DEPARTMENT OF PLANNING, BUILDING & ZONING**

807 West John Street • Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

**APPLICATION**

PROJECT NAME \_\_\_\_\_ FILE #: \_\_\_\_\_

NAME OF APPLICANT (Including First, Middle Initial, and Last Name)

CURRENT LANDOWNER/NAME(s)

SITE INFORMATION  
ACRES

SITE ADDRESS OR LOCATION

ASSESSOR'S ID NUMBER (PIN)

EXISTING LAND USE

CURRENT ZONING

LAND CLASSIFICATION ON LRMP

**REQUESTED ACTION** (Check All That Apply):

\_\_\_\_ SPECIAL USE

\_\_\_\_ MAP AMENDMENT (Rezone to \_\_\_\_)

\_\_\_\_ VARIANCE

\_\_\_\_ ADMINISTRATIVE VARIANCE

\_\_\_\_ A-1 CONDITIONAL USE for: \_\_\_\_\_

\_\_\_\_ SITE PLAN REVIEW

☒ TEXT AMENDMENT  
\_\_\_\_ PRELIMINARY PLAT\_\_\_\_ RPD (\_\_\_\_ Concept; \_\_\_\_ Preliminary; \_\_\_\_ Final)  
\_\_\_\_ FINAL PLAT\_\_\_\_ ADMINISTRATIVE APPEAL  
\_\_\_\_ OTHER PLAT (Vacation, Dedication, etc.)

\_\_\_\_ AMENDMENT TO A SPECIAL USE (\_\_\_\_ Major; \_\_\_\_ Minor)

<sup>1</sup>PRIMARY CONTACT

PRIMARY CONTACT MAILING ADDRESS

PRIMARY CONTACT EMAIL

PRIMARY CONTACT PHONE #

PRIMARY CONTACT FAX #

PRIMARY CONTACT OTHER #(Cell, etc.)

<sup>2</sup>ENGINEER CONTACT

ENGINEER MAILING ADDRESS

ENGINEER EMAIL

ENGINEER PHONE #

ENGINEER FAX #

ENGINEER OTHER # (Cell, etc.)

I UNDERSTAND THAT BY SIGNING THIS FORM, THAT THE PROPERTY IN QUESTION MAY BE VISITED BY COUNTY STAFF & BOARD/ COMMISSION MEMBERS THROUGHOUT THE PETITION PROCESS AND THAT THE PRIMARY CONTACT LISTED ABOVE WILL BE SUBJECT TO ALL CORRESPONDANCE ISSUED BY THE COUNTY.

I CERTIFY THAT THE INFORMATION AND EXHIBITS SUBMITTED ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT I AM TO FILE THIS APPLICATION AND ACT ON BEHALF OF THE ABOVE SIGNATURES. **THE APPLICANT ATTESTS THAT THEY ARE FREE OF DEBT OR CURRENT ON ALL DEBTS OWED TO KENDALL COUNTY AS OF THE DATE OF THE APPLICATION.**

SIGNATURE OF APPLICANT

DATE

FEE PAID:\$ \_\_\_\_\_

CHECK #: \_\_\_\_\_

<sup>1</sup>Primary Contact will receive all correspondence from County<sup>2</sup>Engineering Contact will receive all correspondence from the County's Engineering ConsultantsDate Stamp Here If  
Checklist Is Complete

**PUBLIC NOTICE**  
**KENDALL COUNTY**  
**\*\*KENDALL COUNTY REGIONAL PLANNING COMMISSION\*\***  
**\*\*KENDALL COUNTY ZONING BOARD OF APPEALS\*\***

Notice is hereby given that the Kendall County Regional Planning Commission will hold a public meeting on \_\_\_\_\_ at 7:00 p.m. and the Zoning Board of Appeals will  
(Day, Date, Year)  
hold a public hearing on \_\_\_\_\_ at 7:00 p.m. at the Kendall County Historic  
(Day, Date, Year)  
Court House, at 110 West Madison Street, Yorkville, IL.

The purpose of this meeting and hearing is to consider comments and make a recommendation regarding Petition # \_\_\_\_\_.  
(Application #)

\_\_\_\_\_  
(Name(s) of Applicant)

is/are seeking a text amendment to

\_\_\_\_\_  
(Description of Request)

This petition and related documents may be reviewed at the Planning, Building and Zoning Department, 807 West John Street, Yorkville, IL 60560 or the Kendall County Website: <http://www.kendallcountyil.gov/departments/planning-building-zoning/petitions>. Questions can be directed to the same department at phone number (630) 553-4139.

All interested persons may attend and be heard. Written testimony should be directed to the Department but shall only be entered as part of the record at the discretion of the Kendall County Regional Planning Commission and Kendall County Zoning Board of Appeals.

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time.

\_\_\_\_\_  
Name(s) of Applicant

**(ATTACH LEGAL DESCRIPTION ON A SEPARATE PAGE)**



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**DEPARTMENT OF PLANNING, BUILDING & ZONING**

807 West John Street • Yorkville, IL • 60560  
(630) 553-4141 Fax (630) 553-4179

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**ZONING APPLICATION FEES**

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**MAP AMENDMENTS**

Any amount of acreage \$500.00

**SPECIAL USE PERMITS, PLANNED UNIT DEVELOPMENTS/ RESIDENTIAL  
PLANNED DEVELOPMENTS AND MAJOR AMENDMENTS TO SPECIAL USES**

*The following fees include a processing fee, a fee for recording the special use in the recorder's office for 10 pages and a cost for the Zoning Board of Appeals at a rate of \$350.00 shall be imposed on ALL Special Uses*

All acreage zoned as A-1	\$1,155
All Other Zoning Districts	
0.0-5.00 acres	\$1,155
5.01-10.00 acres	\$1,905
10.01-50.00 acres	\$2,255 + \$50/acre or part thereof over 10 acres
50.01-100.00 acres	\$4,755 + \$35/acre or part thereof over 50 acres
100.01-500.00 acres	\$6,505 + \$20/acre or part thereof over 100 acres
500.01+	\$14,505 + \$15/acre or part thereof over 500 acres

**MINOR AMENDMENT TO SPECIAL USE** *(includes a processing fee and a fee for recording the minor amendment to the special use in the recorder's office)*

Any amount of acreage \$150.00

**VARIANCE** *(includes a processing fee and a fee for recording the variance in the recorder's office)*

As part of Special Use \$100

Not part of Special Use \$475 for first Variance Request of petition and \$50 for each additional request to be included in the same petition

**ADMINISTRATIVE VARIANCE** *(includes a processing fee and a fee for recording the minor amendment to the special use in the recorder's office)*

Any amount of acreage \$150.00

**PRELIMINARY PLAT**

Residential	\$1,000.00 + \$50.00/acre or part of an acre
Other	\$1,000.00 + \$100.00/acre or part of an acre

**FINAL PLAT**

All Final Plats \$50.00/acre or part of an acre (\$500.00 minimum)

OTHER PLAT (Vacation, Dedication, etc.)

All Other Plat Actions \$50.00/acre or part of an acre (\$500.00 minimum)

ADMINISTRATIVE APPEAL \$1,000.00<sup>1</sup>

TEXT AMENDMENT \$500.00

SITE PLAN REVIEW \$375.00

CONDITIONAL USE \$100.00

TEMPORARY USES \$100.00

\*\*\*No waiver and no refund shall be made for any fee paid pursuant to this Ordinance without the approval of the Planning Building and Zoning Committee of the County Board\*\*\*

\*\*All fees for actions or activities by Kendall County or the Kendall County Forest Preserve District are hereby waived and all fees for non-profit organizations shall be charged half of the normal fees for zoning petitions; provided they show proof of non-profit status and that the permit be used only by the organizations itself\*\*\*

<sup>1</sup>In the event that ruling by the Zoning Board of Appeals favors the appealing party, the submitted fee for an administrative appeal shall be refunded to the applicant.

The deposit fee for renting the 2012 National Rifle Association Range Source Book can be found in Section 26-1(c) of the Kendall County Code.

ZONING FEES ESTABLISHED BY KENDALL COUNTY ORDINANCE EFFECTIVE 12/17/2019