

**CHAPTER 35**

**SUBDIVISION CODE**

**ARTICLE I**

**GENERAL PROVISIONS**

**35-1-1** **TITLE.** These regulations shall be known as and may be referred to as the Subdivision Code.

**35-1-2** **PURPOSE.** In accordance with State law (**Ill. Comp. Stats., Chap. 65, Secs. 5/11-12-5, 5/11-12-8 -- 5/11-12-12; Chap. 765, Sec. 205/1 et seq.**) this Code regulates the subdivision and development of land in order to implement the Comprehensive Plan and Official Map duly adopted by the Village. Thus this Code assists in achieving the following specific objectives:

(A) to preserve, protect, and promote the public health, safety, and welfare;

(B) to provide a pleasant living environment by furthering the orderly and efficient layout and use of land and by facilitating aesthetic urban design;

(C) to establish accurate legal records, to avoid development in wetland areas, and to avoid legal and other problems by requiring that subdivided land be properly monumented and recorded;

(D) to conserve and increase the value of land, improvements, and buildings throughout the Village;

(E) to preserve the natural beauty and topography of the Village to the maximum feasible extent, including preservation of such features as stands of trees, streams, significant archaeological sites, and historical landmarks;

(F) to provide adequate light, air, and privacy for all residents of new developments by preventing undue concentration of population;

(G) to protect against injury or damage caused by fire, pollution, flooding, storm water runoff, or erosion and sedimentation;

(H) to provide safe and convenient access to new developments and to avoid traffic congestion and unnecessary public expenditures by requiring the proper location, design, and construction of streets and sidewalks;

(I) to provide an environment whereby the cost of installing and maintaining adequate water mains, sanitary sewers, storm water sewers, and other utilities and services can be kept at a minimum; and

(J) to ensure that adequate parks, schools, and similar facilities can be made available to serve the residents.

**35-1-3 JURISDICTION.** The provisions of this Code shall apply to all Planned Developments whether Residential, Commercial, or otherwise in nature, and to any other developments whether a Plat is required or not under the law, statutes, ordinances or regulations of the governmental body or agency having jurisdiction or control, and regardless of whether the same is labeled a subdivision or not, it being the intent of this Code to apply to all types of development, both within the Village and to areas lying within **one and one-half (1.5) miles** of the corporate limits of the Village.

**35-1-4 INSTANCES WHEN PLATS WILL NOT BE REQUIRED.** The provision of these regulations do not apply and no plat is required in any of the following instances:

(A) the division or subdivision of land into parcels or tracts of **five (5) acres** or more in size which does not involve any new streets or easements of access or special utility easements;

(B) the division of lots or blocks of less than **one (1) acre** in any recorded subdivision which does not involve any new streets or easements of access or special utility easements;

(C) the sale or exchange of parcels of land between owners of adjoining and contiguous land;

(D) the conveyance of parcels of land or interests therein for use as a right-of-way for railroads or other public utility facilities and other pipelines which does not involve any new streets or easements of access or special utility easements;

(E) the conveyance of land for highway or other public purposes or grants or conveyance relating to the dedication of land for public use or instruments relating to the vacation of land impressed with a public use;

(F) conveyance made to correct description in prior conveyances;

(G) the sale or exchange of parcels or tracts of land following the division into no more than **two (2) parts** of a particular parcel or tract of land recorded on or before **July 17, 1959** and not involving any new streets or easements of access or add special utility easements;

(H) the conveyance of land owned by a railroad or other public utility which does not involve any new streets or easements of access or special utility easements;

(I) the sale of a single lot of less than **five (5) acres** from a larger tract when a survey is made by a registered surveyor; provided, however, that this exemption shall not apply to the sale of any subsequent lots from the same larger tract of land, as determined by the dimensions and configuration of the larger tract existing as of **October 1, 1973**.

The Village retains the right to review and approve the infrastructure improvements including, but not limited to stormwater and erosion control regulations. **(See Chapter 32 for Stormwater Code)**

**35-1-5**      **INTERPRETATION.** Every provision of this Code shall be construed liberally in favor of the Village, and every regulation set forth herein shall be considered the minimum requirement for the promotion of the public health, safety, and welfare.

(A)            **More Restrictive Requirements Apply.** Whenever the requirements of this Code differ from those of any statute, lawfully adopted ordinance or regulation, easement, covenant, or deed restriction, the more stringent requirement shall prevail. Thus, in accordance with State law whenever this Code imposes higher standards than the Village Subdivision Code, said higher standards shall supersede the Village regulations in the unincorporated territory located within the Village's subdivision jurisdiction. **(See 65 ILCS Sec. 5/11-12-11)**

**35-1-6**      **DISCLAIMER OF LIABILITY.**

(A)            Except as may be provided otherwise by statute or ordinance, no officer, council member, agent, or employee of the Village shall render himself personally liable for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of his duties under this Code. **(See "Local Governmental and Governmental Employees Tort Immunity Act," Ill. Comp. Stats., Chap. 745, Secs. 10/1-101.)**

(B)            Any suit brought against any officer, council member, agent, or employee of the Village, as a result of any act required or permitted in the discharge of his duties under this Code, shall be defended by the Village Attorney until the final determination of the legal proceedings.

**ARTICLE II**

**DEFINITIONS**

**35-2-1**     **INTERPRETATION OF TERMS.**     In construing the intended meaning of terminology used in this Code, the following rules shall be observed:

(A)           Unless the context clearly indicates otherwise, words and phrases shall have the meanings respectively ascribed to them in **Section 35-2-2**; terms not defined in **Section 35-2-2** shall have the meanings respectively ascribed to them in the Village's Zoning Code; if any term is not defined either in **Section 35-2-2** or in the Zoning Code, said term shall have its standard English dictionary meaning.

(B)           Words denoting the masculine gender shall be deemed to include the feminine and neuter genders.

(C)           Words used in the present tense shall include the future tense.

(D)           Words used in the singular number shall include the plural number, and vice versa.

(E)           The word "shall" is mandatory; the word "may" is discretionary.

(F)           Captions (i.e., titles of sections, subsections, etc.) are intended merely to facilitate general reference and in no way limit the substantive application of the provisions set forth thereunder.

(G)           References to sections shall be deemed to include all subsections within that section; but a reference to a particular subsection designates only that subsection.

(H)           A general term that follows or is followed by enumerations of specific terms shall not be limited to the enumerated class unless expressly limited.

(I)           All distances shall be measured to the nearest integral foot; **six (6) inches** or more shall be deemed **one (1) foot**.

**35-2-2**     **SELECTED DEFINITIONS.**

**Administrator:** The official appointed by the Mayor and the Village Board to administer the Subdivision Code.

**Alley:** A public right-of-way which affords a secondary means of vehicular access to the side or rear of premises that front on a nearby street, and which may be used for utility purposes.

**Amendment:** A change in the provisions of this code, properly effected in accordance with State law and the procedures set forth herein.

**Area, Building:** The total of areas taken on a horizontal plane at the main grade level of the principal building and all accessory buildings exclusive of unenclosed patios, terraces, and steps.

**Area, Gross:** The entire area within the lot lines of the property proposed for subdivision/development, including any areas to be dedicated/reserved for street and alley rights-of-way and for public uses.

**Area, Net:** The entire area within the boundary lines of the territory proposed for subdivision, less the area to be dedicated for street and alley rights-of-way and public use.

**Arterial Street:** A street designed or utilized primarily for high vehicular speeds or for heavy volumes of traffic on a continuous route with intersections at grade, and on which traffic control devices are used to expedite the safe movement of through traffic.

**Barrier (Natural or Artificial):** Any street, highway, river, pond, canal, railroad, levee, embankment, or screening by a fence or hedge.

**Block:** An area of land entirely bounded by streets, highways, barriers, or rights-of-ways (except alleys, pedestrian ways, or exterior boundaries of a subdivision unless exterior boundary is a street, highway, or R.O.W.) or bounded by a combination of streets, public parks, cemeteries, railroad rights-of-way, waterways, or corporate boundary lines.

**Building:** Any structure, whether temporary, semi-permanent, or permanent, designed or intended for the support, enclosure, shelter or protection of persons or property.

**Building Line:** See Setback Line.

**Catch Basin:** A receptacle, located where a street gutter opens into a storm sewer, designed to retain matter that would not easily pass through the storm sewer.

**Centerline:**

- (A) the centerline of any right-of-way having a uniform width;
- (B) the original centerline, where a right-of-way has been widened irregularly;
- (C) the new centerline, whenever a road has been relocated.

**Centerline Offset:** The distance between the centerline of two roughly parallel streets, measured along the third street with which both said "parallel" streets intersect.

**Cluster Development:** A subdivision planned and constructed so as to group housing units into relatively dense patterns while providing a unified network of open space and

wooded areas, and meeting the requirements of the Subdivision Code and the Zoning Code of the Village.

**Collector Street:** A street which carries or is proposed to carry intermediate volumes of traffic from local streets to arterial streets and which may or may not be continuous. Collector streets are those streets which carry or are expected to carry traffic intensities as generated by serving more than **one hundred fifty (150) dwelling units**.

**Common Land:** That land set aside for open space or recreational use for the owners of the lots of a subdivision, which land is conveyed by the developer in fee simple absolute title by warranty to trustees whose trust indenture shall provide that said common land be used for the sole benefit, use and enjoyment of the lot owners present and future. No lot owner shall have the right to convey his interest in the common land except as an incident of the ownership of a regularly platted lot.

**Comprehensive Plan:** The plan, if any, or any portion thereof adopted by the Village Board to guide and coordinate the physical and economic development of the Village. The Village's Comprehensive Plan may include, but is not limited to, plans and programs regarding the location, character, and extent of highways, bridges, public buildings or uses, utilities, schools, residential, commercial, or industrial land uses, parks, drainage facilities, etc.

**Cross-slope:** The degree of inclination measured across a right-of-way rather than in the direction traffic moves on said right-of-way.

**Cul-de-Sac:** A short minor local street having only one outlet for vehicular traffic and having the other end permanently terminated by a turn-around for vehicles; the term may also be used to refer solely to said turn-around.

**Curb and Gutter, Integral:** The rim forming the edge of a street plus the channel for leading off surface water, constructed of concrete as a single facility.

**Dedicate:** To transfer the ownership of a right-of-way, parcel of land, or improvement to the Village or other appropriate government entity without compensation.

**Density, Gross:** The total number of dwelling units divided by the total project area, expressed as gross dwelling units per acre.

**Density, Net:** The total number of dwelling units divided by the net acreage. See definition of Area, Net.

**Design:** The arrangement of uses on the land and the arrangement of easements, lots and rights-of-way, including specifications of materials, alignment, grade and width of these elements.

**Develop:** To erect any structure or to install any improvements on a tract of land, or to undertake any activity (such as grading) in preparation therefor.

**Dimensions:** Refers to both lot depth and lot width.

**District, Zoning:** A portion of the territory of the Village wherein certain uniform requirements or various combinations thereof apply to structures, lots, and uses under the terms of the Village's Zoning Code. **(See Chapter 40 Addendum)**

**Drainageway:** A watercourse, gully, dry stream, creek, or ditch which carries storm water runoff or which is fed by street or building gutters or by storm water sewers, or which serves the purpose of draining water from the lands adjacent to such watercourse, gully, dry stream, creek, or ditch.

**Easement:** A grant by the property owner to the public, a corporation, or a person of the use of land for limited and specifically named purpose.

**Escrow Deposit:** A deposit in cash or other approved securities to assure the completion of improvements within a subdivision.

**Filing Date:** The date that the applicant has filed the last item of required data or information with the Village Clerk and has paid the necessary fees for review by the Plan Commission.

**Flood Hazard Area:** All land subject to periodic inundation from overflow of natural waterways.

**Frontage:** The lineal extent of the front (street-side) of a lot.

**Frontage Road:** A minor street fronting on an arterial street or highway (usually a limited access highway), used for access to abutting lots.

**Grade:** The degree of inclination of the site or right-of-way, expressed as a percentage. Synonym for "slope."

**Hillside Area:** An area with an average slope of **twenty percent (20%)** or more.

**Improvement:** Refers to site grading, street work and utilities (including water, sewer, electric, gas, storm water, telephone and cable television) to be installed or agreed to be installed by the subdivider on land to be used for public or private streets, and easements or other purposes as are necessary for the general use of lot owners in the subdivision. Including the furnishing of all materials, equipment, work and services such as engineering, staking and supervision, necessary to construct all the improvements required in **Article V** of the Code or any other improvements that may be provided by the

subdivider. All of such materials, equipment and services shall be provided at the subdivider's cost and expense, although he may enter into a contract with individuals and firms to complete such improvements, and the improvements shall be subject to the final approval of the Plan Commission and the Village Board.

**Improvement Plans:** The engineering plans showing types of materials and construction details for earth moving and for the structures and facilities to be installed both in, or in conjunction with, a subdivision. Plans shall include drainage, streets, alleys and utility locations to be installed in or in conjunction with a subdivision - also, include overall drainage plan and its effect on contiguous land and source of effluent or discharge.

**Inlet:** A receptacle, located where surface and/or groundwater can run to by gravity to be received by the storm sewer.

**Intersection:** The point at which two or more public rights-of-way (generally streets) meet.

**Land Use Plan:** The comprehensive long-range plan for the desirable use of land, the purpose of such plan being, among other things, to serve as a guide to the zoning and progressive subdividing and use of undeveloped land.

**Local Street:** A street serving limited amounts of residential traffic and:

- (A) is used primarily for access to abutting properties and marginal streets;
- (B) has more than one outlet;
- (C) is not typically a through route; and
- (D) serves less than **one hundred fifty (150) dwelling units**.

**Lot:** A tract of land intended as a unit for the purpose (whether immediate or future) of development or transfer of ownership. A "lot" may or may not coincide with a "lot of record."

**Lot Area:** The area of a horizontal plane bounded by the front, side, and rear lines of a lot, exclusive of any land designated for street right-of-way.

**Lot, Butt:** A lot at the end of a block and located between **two (2) corner lots**.

**Lot, Corner:** A lot having at least **two (2) adjacent sides** that abut for their full length upon streets. Both such side lines shall be deemed front lot lines.

**Lot Depth:** The mean horizontal distance between the front end and the rear lot lines measured in the general direction of the side lot lines.



**Lot, Interior:** A lot whose side lines do not abut any street.

**Lot Line, Front:** The line separating the lot from the street. On a corner lot, the front lot line shall be the frontage having the least dimension.

**Lot Line, Rear:** The rear lot line is the lot line most nearly parallel to and most remote from the front lot line.

**Lot Line, Side:** Any lot line other than front or rear lot line. A corner side lot line separating a lot from a street is called a street side lot line. A side lot line separating a lot from another lot or lots is called an interior side lot line.

**Lot of Record:** An area of land designated as a lot on a plat of subdivision recorded with the County Recorder of Deeds in accordance with State law.

**Lot, Through:** A lot having a part of approximately parallel lot lines that abut **two (2)** approximately parallel streets. Both such lot lines shall be deemed front lot lines.

**Lot Width:** The mean horizontal width of the lot measured at right angle to the general direction of the side lot lines.

**Maintenance Bond:** A surety bond, posted by the developer and approved by the Village, guaranteeing the satisfactory condition of installed improvements for the two-year period following their dedication.

**Marginal Street:** A street serving minimal amounts of residential traffic at low speeds and:

- (A) is used for access to abutting properties;
- (B) is a permanently dead end street;
- (C) terminates in a cul-de-sac of the required dimensions; and
- (D) serves no more than **twenty-five (25) dwelling units**.

**Master Development Plan:** A combination of maps, drawings, site plans, charts and supportive narrative material that portrays total development to be achieved in the overall project area; which provides sufficient detailed information to both illustrate and describe the intended character and configuration of development to be accomplished.

**Metes and Bounds:** A description of real property which is not described by reference to a lot or block shown on a map, but is described by starting at a known point and description of the lines forming the boundaries of the property or delineates a fractional portion of a section, lot or area by describing lines or portions thereof.

**Official Map:** A graphic statement of the existing and proposed capital improvements planned by the Village which require the acquisition of land--such as streets, drainage systems, parks, etc.

**Owner:** A person having sufficient proprietary interest in the land sought to be subdivided to commence and maintain proceedings to subdivide the same under these regulations.

**Parking Lane:** An auxiliary lane of a street and primarily used for vehicular parking.

**Pedestrian Way:** A right-of-way dedicated to public use which cuts across a block to facilitate safe pedestrian access to adjacent streets and properties.

**Performance Bond:** A surety bond posted by the developer and approved by the Village, guaranteeing the installation of required improvements within, or in conjunction with, a subdivision.

**Plan Commission:** The Plan Commission of the Village.

**Planned Unit Development (PUD):** A planned unit development is a comprehensively planned development containing residential, commercial, industrial, or other land uses on an area of land under continuing unified control. A planned unit development may contain a single type of land use or combination of land uses provided that such development is reviewed, evaluated and approved by the Village and satisfies the requirements contained herein.

**Plans:** All of the drawings including plats, cross-sections, profiles, working details and specifications, which the subdivider prepares or has prepared to show the character, extent and details of improvements required in this Code and which plans shall conform to any requirements of the Plan Commission as to scale and details for submittal to the approval officials of the Village for consideration, approval or disapproval.

**Plat, Final:** The final engineering and architectural maps, drawings, and supporting material indicating the subdivider's plan of the subdivision which, if approved, may be filed with the County Recorder of Deeds.

**Plat, Preliminary:** Preliminary engineering and architectural maps, drawings, and supportive material indicating the proposed layout of a subdivision.

**Project Area:** That territory intended to be subdivided or developed, and portrayed and defined in the preliminary and final plats.

**Reserve:** To set aside a parcel of land in anticipation of its acquisition by the Village or other appropriate government entity for public purposes.

**Reserve Strip:** A narrow strip of land between a public street and adjacent lots which is designated on a recorded subdivision plat or property deed as land over which vehicular travel is not permitted.

**Re-subdivision:** See Subdivision.

**Reverse Curve:** A curve in a street heading in approximately the opposite direction from the curve immediately preceding it so as to form an S-shape.

**Right-of-Way, Public:** A strip of land which the owner/subdivider has dedicated to the Village or other appropriate government entity for streets, alleys, and other public improvements; sometimes abbreviated as r.o.w.

**Roadbed:** The graded portion of a street upon which the base course, surface course, shoulders and median are constructed.

**Roadway:** The entire improved portion of the street, including shoulders, parking lanes, travel way, curbs and gutter.

**Setback Line:** A line that is usually parallel to the front, side or rear lot line establishing the minimum space to be provided as the front, side or rear yard.

**Sewerage System, Private:** A sewer system including collection and treatment facilities established by the developer to serve a new subdivision in an outlying area.

**Sidewalk:** A pedestrian way constructed in compliance with the standards of this Code, generally abutting or near the curb line of the street.

**Slope:** The degree of inclination of site or right-of-way expressed as a percentage. Synonym for "grade."

**Soil and Water Conservation District:** The County Soil and Water Conservation District also known as the U.S. Natural Resource and Conservation Service.

**Stop Order:** An order used by the Administrator to halt work-in-progress that is in violation of this Code.

**Street:** A public or private way for motor vehicle travel. The term "street" includes a highway, thoroughfare, parkway, through way, road, pike, avenue, boulevard, lane, place, drive, court and similar designations, but excludes an alley or a way for pedestrian or bicycle use only.

**Street, Area Service Highway:** Area service highways interconnect collectors and land access streets with the principal system and vice versa, brings all developed areas within

a reasonable distance of principal streets, connects and provides direct access to major traffic generators, provides secondary service to smaller communities, may provide access to abutting property, and have a medium volume design capacity and travel speeds.

**Street, Cul-de-Sac:** A short, land-access street, having only **one (1) end** open for vehicular traffic, and the other permanently terminated by a turn-around for vehicles.

**Street, Dead-End:** Land access streets similar to cul-de-sacs, except that they provide no turn-around circle at their closed end, and are permitted in any proposed subdivision with the permission of the Village. **(See Section 35-5-12(B))**

**Street, Land Access:** Land access streets provide access to abutting properties, have a relatively short travel distance, and have a low volume design capacity and travel speeds.

**Street, Looped:** Land access streets having **two (2) open ends**, each end generally connecting with the same street, no other streets intersecting between its ends, and property fronts on both sides of the street.

**Street, Marginal Access or Service Road:** A land access street parallel and adjacent to area service highways providing access to abutting properties.

**Structure:** Anything constructed or erected which requires permanent or temporary location on or in the ground, or is attached to something having a fixed location on or in the ground. All buildings are structures but not all structures are buildings (e.g., a fence).

**Stub or Butt Street:** A street that is temporarily terminated, but that is planned for future continuation.

**Subdivider:** Any person, firm, partnership, association, corporation, estate or other group or combination acting as a unit, dividing or proposing to divide land in a manner that constitutes a subdivision as defined in this Article.

**Subdivision:** (1) The division of land into two or more lots or parcels for the purpose of either immediate or future sale, rental or building development or use(s) other than agricultural use or production. (2) Establishment or dedication of a public street or alley through a tract of land regardless of size. The term "subdivision" shall also include all re-subdivisions of land or lots.

**Subdivision, Minor:** A division of land into **two (2)**, but not more than **four (4) lots**, all of which front upon an existing street, **not involving new streets** or other rights-of-way, easements, improvements, or other provisions for public areas and facilities.

**Topography:** The relief features or surface configuration of an area of land.

**Travelway:** That portion of a street used for the movement of vehicles, exclusive of shoulders and auxiliary lanes.

**Vacate:** To terminate the legal existence of right-of-way or subdivision, and to so note on the final plat recorded with the County Recorder of Deeds.

**Variance, Subdivision:** A relaxation in the strict application of the design and improvement standards set forth in this Code.

**Yard, Front:** A yard extending across the full width of the lot, the depth of which is set forth in the Village Zoning Code.

**Yard, Rear:** A yard extending across the full width of the lot between the nearest rear main building and the rear lot lines. The depth of the required rear yard shall be measured horizontally from the nearest part of the main building toward the nearest point of the rear lot lines.

**Yard, Side:** A yard between a main building and the side lot line, extending from the front yard or front lot lines, where no front yard is required, to the rear yard. The width of the required side yard shall be measured horizontally from the nearest point of the side lot line toward the nearest part of the main building.

**Zoning Code:** The Zoning Code of the Village.

**ARTICLE III**

**PLATS AND PLANS**

**DIVISION I - PRELIMINARY PLATS**

**35-3-1 GENERAL PROCEDURE.** Before preparing a proposed plat for an area, the owner, developer, or their representatives should have a pre-application meeting with the Plan Commission and/or the Village Engineer to determine applicable ordinance regulations and standards which must be complied with. After the pre-application meeting(s), the subdivider should then prepare the preliminary plat. As defined in the Subdivision Code, the preliminary plat must contain a substantial amount of data, and will thus be incomplete and cannot be considered as filed until all required data are submitted. The preliminary plat is received with filing fees by the Village Clerk's office, who, in turn, will forward the same to the Plan Commission for their review. Following its review (as well as comments from other appropriate agencies when required), the Plan Commission forwards its recommendation(s) to the Village Board, who then either approve, disapprove, or approve with modifications the preliminary plat.

**35-3-2 FILING PROCEDURE.** Except as specifically provided otherwise below, every person who proposes to subdivide any land located within the subdivision jurisdiction of this municipality shall file **six (6) copies** of the preliminary plat of said subdivision with the Village Clerk.

He shall also file **one (1) copy** of the preliminary plat and supporting data with the appropriate Soil and Water Conservation District and the Superintendent of the School District. Said district shall have not more than **thirty (30) days** to submit any comments it might wish to make to the Administrator. **(See 70 ILCS Sec. 405/22.02A)**

Whenever a large tract is to be developed in stages and only a portion of that tract is to be submitted for final plat approval, nonetheless, a Master Development Plan of the entire tract shall be submitted.

All preliminary plats shall be reviewed and acted upon in accordance with **Illinois Compiled Statutes, Chapter 65, Section 5/11-12-8** and the provisions of the subsections below.

**EXCEPTION:** The provision of this section shall not apply to:

- (A) minor subdivisions as defined at **Section 35-2-2**; or
- (B) land that is specifically exempted from the Illinois Plats Act as now or hereafter amended. **(See 765 ILCS Sec. 205/1(B)).**

**35-3-3 INFORMATION REQUIRED.** Every preliminary plat shall be prepared by an Illinois Registered Land Surveyor at any scale from **one inch equals**

**twenty feet (1" = 20')** through **one inch equals one hundred feet (1" = 100')** provided the resultant drawing does not exceed **thirty-six (36) inches square**. Applicant shall provide 11" x 17" reduced size copies for Village Board review. Each preliminary plat shall indicate on its face the following information:

(A) small key map showing the relation of the proposed subdivision to section or U.S. Survey lines and to platted subdivisions and dedicated roads within **three hundred (300) feet** of the proposed subdivision;

(B) names and addresses of the owner, subdivider (if not the owner), and registered professional engineer;

(C) proposed name of the subdivision;

(D) zoning district classification of the tract to be subdivided, and of the adjacent land;

(E) north arrow, graphic scale, and date of map;

(F) the gross and net acreage area of the proposed subdivision, the acreage of streets, and of any areas reserved for the common use of the property owners within the subdivision and/or for public use;

(G) all lot lines adjacent to and abutting the subdivision;

(H) tract boundary lines showing dimensions, bearings, angles, and references to known land lines;

(I) topography of the tract to be subdivided as indicated by **two- (2) foot** contour data for land having slopes of **zero-four percent (0-4%)**, **five- (5) foot** contour data for land having slopes between **four-twelve percent (4-12%)**, and **ten- (10) foot** contour data for land having slopes of **twelve percent (12%)** or more;

(J) any proposed alteration, adjustment or change in the elevation or topography of any area;

(K) locations of such features as bodies of water, ponding areas, natural drainageways, railroads, cemeteries, bridges, parks, schools, etc.;

(L) streets and rights-of-way on and adjoining the site of the proposed subdivision; showing the names and including street right-of-way and paving widths; approximate gradients; types and widths of pavement, curbs, sidewalks, crosswalks, planting strips and other pertinent data, including classification of all existing or proposed streets as to function as collector, major, minor or county road;

(M) a copy of the results of any tests made to ascertain subsurface rock and soil conditions and the water table;

(N) locations, widths, and purposes of all existing and proposed easements;

(O) a copy of the description of all proposed deed restrictions and covenants;

(P) location and size of existing and proposed sanitary and storm sewers;

(Q) locations, types, and approximate sizes of all other existing and proposed utilities;

(R) building setback or front yard lines and dimensions;

(S) locations, dimensions, and areas of all parcels to be reserved or dedicated for schools, parks/playgrounds, and other public purposes; and

- (T) locations, dimensions, and areas of all proposed or existing lots within the subdivision;
  - (U) information as defined in **Section 35-3-4(A)**;
  - (V) delineated boundaries of any wetland;
  - (W) delineated boundaries of any Federal Emergency Management Agency identified floodplain, floodway or flood prone areas.
- [See Schedule "A" at conclusion of Chapter.]**

**35-3-4 PLAN COMMISSION ACTION.** The Plan Commission shall either approve or disapprove the application for preliminary plat approval within **ninety (90) days** from the date of said application or the filing of the last item of required supporting data, whichever date is later, unless the Plan Commission and the subdivider mutually agree to extend this time limit. If the Plan Commission disapproves the preliminary plat, they shall furnish to the applicant within the **ninety (90) day period** a written statement specifying the aspects in which the proposed plat fails to conform to this Code and/or the Official Map. If the Plan Commission approves the preliminary plat, they shall inform the Village Board that action can be taken at the next regularly scheduled Village Board meeting.

(A) **Notice of Meeting.** The Plan Commission shall give notice of its consideration of any preliminary plat and allow the opportunity to be heard to the following person(s) or groups during its preliminary review time span:

- (1) Any person requesting notification of the meeting.
- (2) Any property owner whose property is contiguous to the property, including property across the streets, railroads, creeks, and similar barriers; said information shall be provided by the applicant to the Village Clerk's office when filing the plat.
- (3) Any governmental or taxing body which requests notification of the meeting. **(See 65 ILCS 5/11-12-8)**

**35-3-5 REVIEW BY VILLAGE BOARD; TIME CONSTRAINTS.** The Village Board shall review the preliminary plat, along with the Plan Commission recommendations and approve, disapprove or approve subject to certain conditions and/or modifications said preliminary plat within **thirty (30) days** after its next regularly scheduled meeting following receipt of the written Plan Commission recommendations, unless variances from Zoning Code requirements are needed, in which case, the Village Board's **thirty (30) days** commence the day after the Board of Appeals hearing is held.



If the Village Board rejects the preliminary plat, their resolution shall specify the aspects in which the plat fails to comply with this Code and/or the Official Map. The Village Clerk shall attach a certified copy of the Board's resolution of approval or disapproval to the preliminary plat. One copy of the resolution and plat shall be retained by the Clerk, one copy shall be filed with the Administrator, and one copy shall be sent to the subdivider by return receipt mail.

**35-3-6**      **RIGHTS AND PRIVILEGES OF SUBDIVIDER.** Preliminary plat approval shall confer the following rights and privileges upon the subdivider:

(A)            That the preliminary plat will remain in effect for a **one (1) year** period from the day the Village Board approves the same. The applicant may, during this period, submit all or part or parts of said preliminary plat for final approval. In the event that the subdivision is being developed in stages, the applicant may, by written mutual agreement with the Village Board, have final approval of the last part of the plat delayed for a period not to exceed **five (5) years** from the date of the preliminary plat approval. Any part of a subdivision which is being developed in stages shall contain a tract of land at least **one (1) block** in area or **five (5) gross acres**.

(B)            That the general terms and conditions under which the preliminary plat approval was granted will not be changed for final approval.

(C)            The applicant may also proceed with any detailed improvement plans required for all facilities or utilities intended to be provided. Actual construction of such facilities and improvements may commence prior to final plat approval if the detailed improvement plans have been recommended by the Village Engineer and approved by the Village Board, provided that such facilities and improvements will be inspected throughout their construction, and final plat approval will be contingent in part upon acceptable compliance to Village improvement and facilities standards. If the applicant does not submit the improvement plans prior to the submission of the final plat, then he shall submit the improvement plans to the Village Clerk's office at the time that the final plat is submitted.

**35-3-7**      **RESERVED.**

**DIVISION II - IMPROVEMENT PLANS**

**35-3-8**      **SUBMISSION OF PLANS.** After the Village Board has approved the preliminary plat, but prior to submission of the final plat, the developer shall furnish **four (4) copies** of the plans and specifications for all improvements to be installed within or in conjunction with the proposed development to the Village Clerk, pay all associated filing fees before review by the Village Engineer. These plans and specifications shall be

signed and sealed by the registered professional engineer responsible for their preparation. Until the Village Engineer certifies in writing that the proposed improvements conform to generally accepted engineering practices and to the standards in this Code:

(A) the Administrator shall not issue any building permit to allow construction of said improvements; and

(B) the Village Board shall not act upon the application for final plat approval. **(See Section 35-3-22)**

**35-3-9 INFORMATION REQUIRED.** Improvement plans shall consist of black or blue line prints not larger than **twenty-four (24) by thirty-six (36) inches** and at a minimum horizontal scale of **one hundred (100) feet to one (1) inch** or minimum vertical scale of **five (5) feet to one (1) inch**. These plans and the related specifications shall provide all of the following information:

(A) topography of the tract, both before and after development at the same scale as the approved preliminary plat;

(B) existing and proposed elevations along the centerline of all streets;

(C) radii of all curves and lengths of tangents on all streets;

(D) locations and typical cross-section of street pavements including curbs/gutters, catch basins, and inlets;

(E) locations and typical cross-section of sidewalks and driveway aprons;

(F) locations, sizes, and invert elevations of all existing and proposed sanitary sewers, storm sewers, and fire hydrants, showing connections to any existing or proposed utility systems;

(G) locations and sizes of all water, gas, electric, and other utilities;

(H) locations of street lighting standards and street signs;

(I) one or more bench marks, when requested by Engineer, in or near the subdivision, to which the subdivision is referenced; the identity and elevation shall be based on sea level datum;

(J) all proposed measures to control erosion and sedimentation;

(K) high water elevations of all lakes/streams adjoining or within the tract;

(L) such other information as the Village Engineer may reasonably require to perform his duties under this section; and

(M) existing and proposed survey monuments on street plans or on the proposed final plat as required by this Code.

(N) stormwater detention facilities shown on plans and supporting engineering calculations for storm sewers and detention facilities.

**[See Schedule "B" at conclusion of Chapter.]**

**35-3-10     INSPECTIONS REQUIRED.** The subdivider/developer shall notify the Administrator and the Village Engineer of both the start and completion of construction.

(A)           The Village Engineer shall inspect said improvements while they are under construction as directed by the Mayor or Administrator. If he or his designated deputy determines that they are being built in violation of this Code, he shall request that the Administrator promptly issue a stop order.

(B)           The Village Engineer shall inspect improvements upon their completion. This municipality shall not accept any completed improvement until the Engineer has stated in writing that it complies with this Code.

**35-3-11     FILING "AS-BUILT" RECORDS.**

(A)           The subdivider/developer shall file with the Administrator a set of reproducible polyester-base film positive or an electronic digital map showing the as-built details and any deviations from the approved plans upon the completion of improvements, or when **fifty percent (50%)** of the building permits have been issued in a given plat. These "as-builts" shall include detention basins.

(B)           The subdivider/developer shall pay the costs to add water, sewer, street, and stormwater improvements to the overall Village map(s);

(C)           If the Village Engineer finds the as-built to be unacceptable, building permits shall be discontinued until such time as the information is acceptable.

**35-3-12     RESERVED.**

**DIVISION III**

**ASSURANCE FOR COMPLETION OF  
REQUIRED IMPROVEMENTS**

**35-3-13     APPROVAL OF FINAL PLAT - IMPROVEMENTS.** The Village Board shall not approve any final plat of subdivision (and, hence, said final plat shall not be entitled to recording) until:

(A)           all improvements required in the improvement plan have been completed by the subdivider/developer at his expense, inspected by the Zoning Administrator and Engineer, and dedicated to this municipality or other appropriate entity; or

(B)           in accordance with the sections below, the subdivider/ developer has provided this municipality with legal assurance to guarantee the satisfactory completion and dedication of all required improvements.

**35-3-14**     **FORMS OF ASSURANCE.** At the option of the Village Board, the required legal assurance may be either a performance bond or a bank letter of credit. Every performance bond shall be reviewed by the Village Attorney, and posted with the Village Clerk.

**35-3-15**     **AMOUNT OF BOND OR DEPOSIT.** The amount of the performance bond or escrow deposit shall be equal to the Village Engineer's opinion of probable costs of constructing the uncompleted portion of the required improvements plus all required inspection fees. Developer's engineer shall prepare cost estimates for review and approval by the Village Engineer. Any escrow deposit may be in the form of:

(A)             an irrevocable letter of credit or commitment from a lending institution guaranteeing to this municipality the availability of the escrow funds from time to time upon demand.

**[See Schedules "D" and "E" at the conclusion of the Chapter.]**

**35-3-16**     **ELIGIBLE SURETIES.** No person shall be eligible to act as surety unless he has been approved by the Village Board. The Treasurer shall conduct or cause to be conducted spot audits of all sureties. Any surety who fails to perform shall be ineligible for **two (2) years** thereafter to act as surety for any subdivision improvement within this Village's jurisdiction.

**35-3-17**     **TERM OF ASSURANCE, EXTENSION.** The initial term of any performance bond or bank letter of credit shall not exceed **two (2) years**. If all the required improvements have not been completed by the end of the two-year period, the Administrator, with the advice and consent of the Village Board, may either extend said bond/bank letter of credit for **one (1) year** only, or may proceed as per **Section 35-3-19**.

**35-3-18**     **RELEASE OF BOND/ESCROW DEPOSIT.**

(A)             The Village Treasurer may release up to **ninety percent (90%)** of the amount of the performance bond/escrow deposit upon receipt of written authorization from the Village Board. The amount which the Village Board authorizes to be released shall be equal to the value of improvements actually completed in accordance with approved plans.

(B)             The balance of the amount of the performance bond/escrow deposit shall not be released by the Village Treasurer until:

(1)             the Village Engineer has certified to the Village in writing that all required improvements have been satisfactorily completed; and

- (2) said improvements have been accepted by and dedicated to this Village or other appropriate entity.

**35-3-19** **FAILURE TO COMPLETE IMPROVEMENTS.** If all the required improvements have not been completed by the end of the two-year period (or three-year period, in the case of an extension), the Administrator, with the assistance of the Village Attorney, may:

(A) require the surety to perform on the bond, and to pay to this municipality an equal amount to the cost of completing the required improvements or the amount of the bond not theretofore released, whichever is less; or

(B) order the Village Treasurer to retain all escrow funds needed to complete the required improvements, and to return the balance (if any) of such funds to the subdivider/developer; or

(C) require the subdivider/developer to submit a new performance bond or bank letter of credit in an amount sufficient to cover any increase in the cost of constructing the required improvements.

An extension may be granted only for a **one (1) year** period by the Village Board.

**35-3-20 - 35-3-21** **RESERVED.**

#### **DIVISION IV - FINAL PLATS**

**35-3-22** **VILLAGE BOARD APPROVAL.** The Village Board shall not approve any final plat unless they determine that it is in compliance with all pertinent requirements of this Code including those set forth in the sections below.

**35-3-23** **FILING, TIME LIMITS.** The subdivider of every subdivision -- whether major or minor but excluding land specifically exempted from the Illinois Plats Act as now or hereafter amended (**Ill. Comp. Stats., Chap. 765, Sec. 205/1(b)**) -- who desires final plat approval shall file **six (6) copies** of the final plat and supporting data with the Village Clerk and pay all associated filing fees not later than **one (1) year** after preliminary plat approval has been granted. However, with the consent of the Village Board, the subdivider may delay application for final approval of part(s) of the tract shown on the preliminary plat for successive one-year periods. No subdivision plat or re-plat shall be filed for record or recorded in the office of the County Recorder of Deeds,

unless and until the approval of the Village is endorsed thereon. No lot shall be sold for such subdivision plat or re-plat until it has been approved by the Village Board and filed for record in the office of the County Recorder of Deeds as required by the State Statutes.

For official filings, the subdivider shall file the approved final plat with the County Recorder of Deeds within **sixty (60) days** after the Village Board has approved the same and the Mayor has affixed his signature thereto. **One (1) copy** of the final plat shall be given to the Village Clerk's office by the subdivider bearing the official stamp of the County Recorder attesting its recording within **twenty (20) days** of such action.

**35-3-24 INFORMATION REQUIRED.** Every final plat shall be prepared by a registered Illinois land surveyor on polyester-base film with waterproof black ink at a scale not greater than **one hundred (100) feet equals one (1) inch**, provided that the resultant drawing shall not exceed **twenty-four (24) by thirty-six (36) inches**. The final plat and supporting data shall portray/provide all of the following information:

- (A) north arrow, graphic scale, and date;
- (B) name of subdivider, subdivision, identification of the portion of the Public Lands Survey in which the subdivision is located;
- (C) accurate metes and bounds or other adequate legal description of the tract, and the included area of the subdivision to the nearest **one-hundredth (1/100) of an acre**;
- (D) accurate boundary lines, with dimensions and bearings or angles which provide a survey of the tract, closing with an error of closure of not more than **one (1) foot in ten thousand (10,000) feet**;
- (E) all dimensions shall be shown in feet and decimals of a foot;
- (F) reference to recorded plats of adjoining platted land within **three hundred (300) feet**, by record name, plat book, and page number;
- (G) accurate locations of all existing streets intersecting the boundaries of the subdivision;
- (H) right-of-way lines of all streets, other rights-of-way, easements, and lot lines with accurate dimensions, angles, or bearings and curve data, including radii, arcs or chords, points of tangency, and central angles;
- (I) name and right-of-way width of every proposed street;
- (J) purpose of any existing or proposed easement(s);
- (K) number of each lot, lot dimensions, and (in a separate list) lot areas;
- (L) purpose(s) for which sites, other than private lots, are reserved;
- (M) building or setback lines with accurate dimensions;
- (N) restrictions of all types which will run with the land, and become covenants in the deeds of lots;
- (O) certification of dedication of all public areas;
- (P) accurate distances and directions to the nearest established official monument; reference corners shall be accurately described on the final plat;

(Q) reference to known and permanent monuments and bench marks from which future surveys may be made together with elevations of any bench marks; and the Surveyor must, at the time of making his survey, establish permanent monuments (set in such a manner that they will not be moved by frost) which mark the external boundaries of the tract to be divided or subdivided and must designate upon the plat the locations where they may be found;

(R) location, type, material and size of all monuments and lot markers.

**In addition, the subdivider shall furnish the Village Board with a sample sales contract which reflects both restrictive covenants and local development ordinances which the property will be subject to.**

**[See Schedule "C" at conclusion of Chapter.]**

**35-3-25 CERTIFICATES REQUIRED.** As required by State law (**Ill. Comp. Stats., Chap. 765, Sec. 205/2; Chap. 65, Sec. 5/11-12-8**), the following certificates shall be executed on the final plat:

(A)

**OWNER'S CERTIFICATE**

We, \_\_\_\_\_, the Owners of \_\_\_\_\_ (description) \_\_\_\_\_, have caused the said tract to be surveyed and subdivided in the manner shown, and said subdivision is to be hereinafter known as \_\_\_\_\_. All rights-of-way and easements shown hereon are hereby dedicated to the use of the public forever including the release and waiver of the right of homestead under the Homestead Exemption laws of the State of Illinois.

Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_ (Seal)

\_\_\_\_\_ (Seal)

(B)

**NOTARY PUBLIC'S CERTIFICATE**

State of Illinois )  
 ) SS  
County of Washington )

I, \_\_\_\_\_, a Notary Public in and for the County aforesaid, do hereby certify that \_\_\_\_\_ (owners) \_\_\_\_\_ are personally known to me to be the same persons whose names are subscribed to the foregoing instrument, and that they appeared before me this

day in person and acknowledged that they signed and sealed the same as their free and voluntary act for the uses and purposes therein set forth, including the release of waiver of the right of homestead.

Given under my hand and Notarial Seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

(C)

**SURVEYOR'S CERTIFICATE**

I, \_\_\_\_\_, an Illinois Registered Land Surveyor, do hereby certify that this plat is a correct representation of a survey made under my direct supervision at the request of \_\_\_\_\_ for the purpose of subdividing the tract into lots as shown.

\_\_\_\_\_  
Land Surveyor

\_\_\_\_\_  
Illinois Registration Number

\_\_\_\_\_  
Date

(D)

**COUNTY ENGINEER'S CERTIFICATE**

This plat has been approved by the County Highway Department with respect to roadway access pursuant to the requirements of Washington County governing access rights.

\_\_\_\_\_  
County Engineer

\_\_\_\_\_  
Date

(E)

**COUNTY CLERK'S CERTIFICATE**

I, \_\_\_\_\_, County Clerk of Washington County, Illinois, do hereby certify that I find no unpaid or forfeited taxes against any of the real estate included within this plat.

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Date



(F)

**CERTIFICATE OF VILLAGE BOARD**

I, \_\_\_\_\_, Mayor of the Village, do hereby certify that the plat shown herein was duly presented to the Village Board and approved at a meeting of same held on \_\_\_\_ (date) \_\_\_\_.

\_\_\_\_\_  
Mayor, Village of Okawville

\_\_\_\_\_  
Village Clerk, Village of Okawville

(G)

**9-1-1 CERTIFICATE**

State of Illinois            )  
                                          )  
County of Washington    )

This plat has been reviewed for 9-1-1 implementation.

\_\_\_\_\_  
Washington County 9-1-1 Coordinator

\_\_\_\_\_  
Date

(H)

**SPECIAL FLOOD HAZARD AREA CERTIFICATE**

We, the undersigned, do hereby certify that part of the land being subdivided by this plat is located within a Special Flood Hazard Area as identified by the Federal Emergency Management Agency as shown on the "Flood Insurance Rate Map" and the "Flood Boundary and Floodway Map" for the County of Washington, Illinois on the Community Panel dated **June 6, 1986**.

(I)

**FLOOD HAZARD CERTIFICATE**

State of Illinois            )  
                                          )        ss  
County of Washington    )

We, the undersigned, do hereby certify that no part of the land being subdivided by this plat is located within a Special Flood Hazard Area as identified by the Federal Emergency

Management Agency (FEMA) on the "Flood Insurance Rate Map" for the County of Washington, Illinois on Community Panel dated **June 6, 1986**. There is no guarantee implied, however, that the property within this subdivision is not subject to flooding.

By: \_\_\_\_\_  
Owner(s)  
By: \_\_\_\_\_  
Illinois Land Surveyor  
\_\_\_\_\_  
Date

**35-3-26 ADMINISTRATIVE REVIEW, ADVISORY REPORT.** Within **thirty (30) days** from the date of application for Final Plat approval, the Village Engineer and the Administrator shall review said Final Plat (and supporting data), and shall each advise the Village Board in writing whether it substantially conforms to the approved preliminary plat and improvement plans. A copy of their Advisory Report shall be forwarded to the Plan Commission. The Plan Commission may prepare an addendum to said report (should they so desire), and forward same to the Village Board.

**35-3-27 ACTION BY VILLAGE BOARD.** The Village Board shall either approve or disapprove the application for Final Plat approval by resolution within **sixty (60) days** from the date of said application or the filing of the last item of required supporting data, whichever date is later, unless the Board and the subdivider mutually agree to extend this time limit. The Village Board shall not approve any Final Plat unless:

- (A) the final plat substantially conforms to the approved preliminary plat; and
- (B) the final plat manifests substantial compliance with the design and improvements standards of this Code, the Village Zoning Code, and the Official Map; and
- (C) to the Board's knowledge and belief, the final plat complies with all pertinent requirements of State law; and
- (D) either of the following has been met:
  - (1) all required improvements have been completed, inspected, accepted, and dedicated; or
  - (2) the subdivider/developer has posted a performance bond to guarantee the satisfactory completion and dedication of all required improvements.

If the Village Board disapproves the Final Plat, their resolution shall specify the aspects in which the Plat fails to meet the above conditions for approval.

The Village Clerk shall attach a certified copy of the Board's resolution of approval or disapproval to the Final Plat. One copy of the resolution and plat shall be retained by the Clerk, one copy shall be filed with the Administrator, and one copy shall be given to the subdivider. **(See 65 ILCS 5/11-2-8)**

**35-3-28**     **CHANGES IN APPROVED FINAL PLATS.** Once a Final Plat is approved by the Village Board, it shall not thereafter be modified; provided, however, that minor changes may be made upon written application to the Administrator. Major changes require the filing of a new Final Plat and complete re-review. **(See Section 35-4-4.6)**

**35-3-29 - 35-3-34**     **RESERVED.**

**DIVISION V - MAINTENANCE OF IMPROVEMENTS**

**35-3-35**     **SUBDIVIDER'S RESPONSIBILITIES.** The subdivider/developer shall maintain all the improvements in the subdivision until they have been accepted by and dedicated to the Village or other appropriate entity.

**35-3-36**     **MAINTENANCE BOND.** Prior to dedication, the subdivider/developer shall post a maintenance bond with the Village Clerk in the form approved by the Village Attorney. Said bond shall be in the amount of **twenty-five percent (25%)** of the approved construction estimate amount as determined by the Village Engineer to be sufficient to guarantee the satisfactory condition of the required improvements for a period of **two (2) years** from the date of their acceptance and dedication. In addition to the improvements, the maintenance bond shall cover any problems developing in the area of the subdivision which can be proven to have created as a result of the construction of the subdivision. If at any time during the **two (2) year** period the improvements are found to be defective or problems above develop, they shall be repaired, replaced, or corrected at the subdivider/developer's expense. If the subdivider/developer fails or refuses to pay such costs within **ninety (90) days** after demand is made upon him by the Administrator, the Village shall use the maintenance bond to make the necessary repairs, replacements, or corrections. If the cost of repairs, replacements, or corrections exceeds the bond amount, the subdivider/developer shall be liable for the excess. At the end of the **two (2) year** period, the maintenance bond shall be released. **[See Schedule "F" at the conclusion of the Chapter.]**

**DIVISION VI - VACATION OF PLATS**

**35-3-37**     **VACATION OF PLATS**     In accordance with State law (**Ill. Comp. Stats., Chap. 765, Secs. 205/6, 205/7, and 205/8**), any plat or part thereof may be vacated by the owner of the tract, at any time before the sale of any lot therein, by a written vacation instrument to which a copy of the plat is attached. If there are public service facilities in any street, other public way, or easement shown on said plat, the instrument shall reserve to the Village or other public entity or public utility owning such facilities the property, rights-of-way, and easements necessary for continuing public service by means of those facilities and for maintaining or reconstructing the same. The vacation instrument shall be approved by the Board in the same manner as plats of subdivision and shall also be approved by the County Engineer, the Highway Commissioner, the District Engineer of the State Department of Transportation, and the public utilities. In the case of the platted tracts wherein any lots have been sold, the written vacation instrument must also be signed by all the owners of lots in said tracts.

**ARTICLE IV**

**ADMINISTRATIVE PROCEDURES**

**35-4-1**      **ENFORCEMENT OFFICER, DUTIES.** The Administrator is hereby authorized and directed to administer and enforce the provisions of this Code. This broad responsibility encompasses, but is not limited to, the following specific duties.

(A)            to review and forward preliminary plats to the Plan Commission **(See Art. III; Div. I);**

(B)            to transmit improvements plans to the Village Engineer for his review **(See Art. III; Div. II);**

(C)            to review and forward final plats to the Village Board **(See Sec. 35-3-23);**

(D)            to issue stop orders as necessary when the Zoning Administrator or Village Engineer determines that approved improvements are being constructed in violation of this Code **(See Sec. 35-3-10);**

(E)            to pursue actions authorized at **Section 35-3-19** when a developer fails to complete required improvements;

(F)            to evaluate and pass upon proposed changes in approved final plats **(See Sec. 35-3-28);**

(G)            to review and forward applications for subdivision variances to the Plan Commission **(See Sec. 35-4-2);**

(H)            to maintain up-to-date records of matters pertaining to this Code including, but not limited to, preliminary plats, as-built records of completed improvements **(See Sec. 35-3-11)**, final plats, variances, and amendments;

(I)            to provide information to subdividers/developers and to the general public on matters related to this Code; and

(J)            to periodically review the provisions of this Code to determine whether revisions are needed, and to make recommendations on such matters to the Village Planning Commission as necessary.

**35-4-2**      **SUBDIVISION VARIANCES.** Any subdivider/developer desiring a variance from the requirements of this Code shall file a written application therefor with the Administrator at the same time that he files his preliminary plat. The application shall fully explain the grounds for the variance request, and specify the section(s) of this Code which, if strictly applied, would cause great practical difficulties or hardship. The Administrator shall prepare an advisory report on every variance application and submit it, together with the completed application, to the Plan Commission.

**35-4-3**      **REVIEW BY PLAN COMMISSION.** The Plan Commission shall review the variance application and the Administrator's comments, perform on-site review

when appropriate, and submit their advisory report to the Village Board together with their recommendation on preliminary plat approval (**See Sec. 35-3-2**). The Plan Commission's advisory report shall be responsive to all the variances standards set forth in **Section 35-4-4**.

**35-4-4 ACTION BY VILLAGE BOARD, VARIANCE STANDARDS.** At the same meeting at which they take action on the application for preliminary plat **approval (See Sec. 35-3-3)**, the Village Board shall decide by resolution whether to grant or deny the requested subdivision variance. A copy of their decision, clearly stating their reasons therefor and the exact terms of any variance granted, shall be attached to both the preliminary and final plats. The Village Board shall not grant any subdivision variance unless, based upon the information presented to them, they determine that:

(A) the proposed variance is consistent with the general purposes of this Code (**See Sec. 35-1-1**); and

(B) strict application of the subdivision requirements (**See Article V**) would result in great practical difficulties or hardship to the applicant, not a mere inconvenience; and

(C) the proposed variance is the minimum deviation from the subdivision requirements that will alleviate the difficulties/hardship; and

(D) the plight of the applicant is due to peculiar circumstances not of his own making; and

(E) the peculiar circumstances creating the variance request are not applicable to other tracts and, therefore, that a variance would be a more appropriate remedy than a code amendment; and

(F) the variance, if granted, will not materially frustrate implementation of the comprehensive plan including the Official Map. (**See Section 35-5-2.2**)

Financial consideration or peculiar circumstances do not constitute a hardship.

**35-4-5 AMENDMENTS.** Amendments to this Code may be proposed by the Administrator, any member of the Village Board, any Plan Commission member, or any party in interest. Every amendment proposal shall be filed on a prescribed form in the Administrator's office. The Administrator shall promptly transmit each proposal, together with any comments or recommendations he may wish to make to the Plan Commission for a public hearing.

(A) **Public Hearing, Notice.** The Plan Commission shall hold a public hearing on every amendment proposal within a reasonable time after said proposal is submitted to them. At the hearing any interested party may appear and testify, either in person or by duly authorized agent or attorney. Notice indicating the time, date, and place of the hearing, and the nature of the proposed amendment shall be given not more than **thirty (30)** nor less than **fifteen (15) days** before the hearing by publication in a newspaper of general circulation within this municipality.

(B) **Advisory Report, Action by Village Board.** Within a reasonable time after the public hearing, the Plan Commission shall submit an advisory report to the Village Board. The Village Board shall act on the proposed amendment at their next regularly scheduled meeting following submission of this report. Without another public hearing, the Village Board may either pass or reject the proposed amendment or may refer it back to the Plan Commission for further consideration.

**35-4-6 SCHEDULE OF FEES.** All fees indicated in tabular form below shall be paid to the Village Clerk. Said fees are intended to defray the administrative costs connected with the processing/conducting of the listed item; they do not constitute a tax or other revenue-raising device.

<b><u>Procedure</u></b>	<b><u>Fee</u></b>
Filing preliminary plat	\$15.00 per lot or a minimum of \$500.00
Filing Improvement plans	\$1,500.00 flat fee
Improvements inspection	3% of estimated improvement costs
Filing final plat	\$50.00 plus \$5.00 per lot
Filing variance request	\$100.00 plus the cost of mailing; public notices, and the court recorder fees
Filing amendment proposal	\$100.00 plus the cost of mailing; public notices, and the court recorder fees

**35-4-7 PENALTIES.**

(A) Any person who is convicted of a violation of this Code shall be fined not less than **Seventy-Five Dollars (\$75.00)** nor more than **Seven Hundred Fifty Dollars (\$750.00)**, plus costs. Each day that a violation continues shall be considered a separate offense; likewise, in the case of multiple violations, each violation shall be considered a separate offense.

(B) Nothing contained in this Section shall prevent the Village from taking any other lawful action that may be necessary to secure compliance with this Code.

**ARTICLE V**

**DESIGN AND IMPROVEMENT STANDARDS**

**DIVISION I - GENERALLY**

**35-5-1**     **APPLICABILITY OF ARTICLE.** No land within the subdivision and development jurisdiction of this municipality shall be subdivided or developed except in compliance with the regulations of this Article and the applicable provisions of State law. **(See Ill. Comp. Stats., Chap. 65, Sec. 5/11-12-8; Chap. 765, Secs. 205/1 et seq.)** No lot in any subdivision shall be conveyed until:

(A)           the final plat of said subdivision has been approved by the Village Board and recorded in the office of the County Recorder of Deeds; and

(B)           the portion of said subdivision in which the lot is located has been improved in accordance with the requirements of this Article or until a performance bond or other security has been posted to assure the completion of such improvements.

The Zoning Administrator shall not issue a Certificate of Zoning Compliance for any lot conveyed in violation of this Section; nor shall the Administrator issue a Building Permit for such lot until said Certificate has been issued following correction of violation. **(See Article III in old Code)**

**35-5-2**     **SUITABILITY FOR DEVELOPMENT GENERALLY.** Land that is unsuitable for development due to flooding, poor drainage, rough topography, adverse soil conditions, or other features which will be harmful to the health, safety, and general welfare of the inhabitants of the development and/or its surrounding areas shall not be subdivided or developed unless the subdivider/developer formulates adequate plans/methods to solve the problems caused by the adverse land conditions.

**35-5-3**     **RESERVATIONS FOR PUBLIC USE.** Instead of – or besides – requiring the developer to dedicate parcels, the Village Board may require that the developer reserve land for parks, playgrounds, schools, or other public purposes in locations designated in the Village’s Comprehensive Plan, if any.

**DIVISION II - LOT REQUIREMENTS**

**35-5-4**     **CONFORMITY WITH ZONING.** All lots in a subdivision shall conform to the minimum lot area and dimensions requirements of the zoning district in which said subdivision is located; land that is under water or reserved for street improvements shall not be counted to satisfy these minimum requirements. Every corner



and through lot shall be large enough to permit compliance with the district's front setback requirements on every side of the lot that faces a street. All lot remnants shall be added to adjacent lots to avoid the creation of unbuildable parcels. All lots shall contain adequate space for required off-street parking and loading.

**35-5-5**      **ACCESS AND RELATIONSHIP TO STREET.** Land shall be subdivided in such a way that each lot abuts a street meeting the requirements of **Section 35-5-7**. All side lot lines shall be at right angles to straight street right-of-way lines or radial to curved street right-of-way lines except where a deviation from this rule will provide a better street and lot design.

**35-5-6**      **REFERENCE MONUMENTS.** Stone or reinforced concrete reference monuments, set in the ground in such a manner that they will not be moved by frost, shall be placed in the field in accordance with the Plats Act, as now or hereafter amended. **(Ill. Comp. Stats., Chap. 765, Sec. 205/1.)** All block corners shall be **thirty-six (36) inches** permanent concrete post monuments and **four (4) inches** in diameter. All lot corners shall be marked by **one-half (0.5) inch** iron pins not less than **thirty (30) inches** long. These pins shall be driven into the ground deep enough that they do not protrude above the ground surface more than **one-half (0.5) inch**.

### **DIVISION III - STREET DESIGN STANDARDS**

**35-5-7**      **PLAN INTEGRATION.** All streets shall be properly integrated with the existing and proposed street system indicated in the municipal comprehensive plan, and shall meet the specifications set forth in **Table 5-A**.

**35-5-8**      **RIGHT-OF-WAY AND PAVEMENT WIDTHS.** Every right-of-way established for subdivision purposes is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels. All rights-of-way shall be dedicated to the public by the developer.

The minimum pavement widths shall be as noted in **Table 5-A**.

**35-5-9**      **TOPOGRAPHICAL CONSIDERATIONS.** Grades of street shall conform as closely as possible to the natural topography, but shall not exceed the maximum grade nor be less than the minimum grade indicated in the Table of Street Design Specifications. All streets shall be arranged so that as many as possible of the building sites are at or above street grade.

**35-5-10**     **THROUGH TRAFFIC DISCOURAGED.** Marginal access and local streets shall be laid out so as to discourage use by through traffic. The rigid rectangular gridiron street pattern shall be avoided, and the use of curvilinear streets, cul-de-sacs, or U-shaped streets shall be encouraged to effect a more desirable street layout.

**35-5-11**     **LIMITED ACCESS TO ARTERIALS.** Where a development abuts or contains an existing or proposed arterial street, the Plan Commission may recommend to the Village Board that access to said arterial street be limited by one of the following means:

(A)           by subdividing lots so they back onto the arterial street and front onto a parallel local street (double frontage lots), coupled with the installation of screening in a reserve (access-restricting) strip along the rear lot lines of such lots;

(B)           a series of cul-de-sacs, U-shaped streets, or short loops entered from and generally at right angles to the arterial street, with the rear lot lines of the lots at the termini of such streets backing onto the arterial street; or

(C)           a frontage road separated from the arterial street by a planting strip, but having access thereto at suitable points.

**35-5-12**     **DEAD-END STREETS.**

(A)           **Temporary Stub Streets.** Streets shall be so arranged to provide for the continuation of principal streets between adjacent properties when such continuation is necessary for convenient movement of traffic, effective fire and police protection, and efficient provision of utilities, and where such continuation comports with the Village's Official Map. If the adjacent property is undeveloped and the street must dead-end temporarily, the right-of-way shall be extended to the property line, and no strip that would prevent connections with future streets shall be reserved. A temporary turnabout shall be provided at the terminus of any temporary dead-end street, if required by the Village.

(B)           **Permanent Dead-End Streets.** For greater convenience to traffic and more effective police and fire protection, permanent dead-end streets shall be limited to **five hundred (500) feet** in length.

The terminus of a permanent dead-end street shall not be closer than **fifty (50) feet** to the boundary of an adjacent tract. A cul-de-sac turnaround, having a minimum right-of-way radius of **fifty (50) feet** and a minimum pavement radius of **forty-two (42) feet**, shall be provided at the end of every permanent dead-end street.

**35-5-13**     **INTERSECTIONS.**

(A)           **Only Two Streets.** Not more than **two (2) streets** shall intersect at any one point.

(B)           **Right Angles.** Streets shall be laid out so as to intersect as nearly as possible at right angles; in no case shall **two (2) streets** intersect at an angle of less

than **seventy-five (75) degrees**. An oblique street shall be curved approaching an intersection and shall be approximately at right angles with said intersection for at least **one hundred (100) feet** therefrom.

(C) **Proper Alignment.** Proposed new intersections along one side of an existing street shall, whenever practicable, coincide with any existing intersections on the opposite side of such street. Street jogs with centerline offsets of less than **one hundred twenty-five (125) feet** shall not be permitted, except where the intersected street has divided lanes without median breaks at either intersection. Intersections involving collector or arterial streets shall be at least **eight hundred (800) feet** apart.

(D) **Curb Radii.** To permit safe vehicular movements at corners, the minimum curb radius at the intersection of two streets shall be **twenty-five (25) feet** from back of curb.

(E) **Flat Grade.** Intersections shall be designed with a flat grade wherever practical. In hilly terrain, an area having not greater than a **three percent (3%)** slope for a distance of **fifty (50) feet** from the nearest right-of-way line of the intersecting street shall be provided at the approach to an intersection.

(F) **Maximum Cross-Slope.** The cross-slopes on all streets, including intersections, shall not exceed **three percent (3%)**.

(G) **Adequate Sight-Lines.** Where any street intersection will involve earth banks or existing vegetation on the triangular area shown in **Figure 1**, the developer shall cut such ground and/or vegetation (including trees) in connection with the grading of the public right-of-way to the extent necessary to provide an adequate sight distance.

(H) **Driveways.** It shall be unlawful to construct a driveway in the triangular area shown in **Figure 1**.

**35-5-14** **REVERSE CURVES.** A tangent at least **one hundred (100) feet** long shall be introduced between reverse curves on local and collector streets (**see Figure 2**).

**35-5-15** **IMPROVEMENTS TO EXISTING STREETS.** Whenever any development abuts an existing street that is narrower than the standards indicated in the Table of Street Design Specifications, the subdivider shall dedicate sufficient right-of-way on the side abutting the development to permit compliance with those standards. The developer shall improve said street to the standards imposed at **Section 35-5-21** et seq., and pay one-half the cost of said improvements.

**35-5-16** **WHEN EXCESS RIGHT-OF-WAY REQUIRED.** Right-of-way width in excess of the standards set forth in the Table of Street Design Specifications may be required by the Plan Commission where:

(A) due to topography, additional width is necessary to provide adequate earth slopes; or

(B) due to the location of railroad tracks, additional width is needed to construct overpasses, underpasses, and approaches thereto.

**35-5-17 - 35-5-19** **RESERVED.**

**DIVISION IV - STREET IMPROVEMENT STANDARDS**

**35-5-20 DEVELOPER'S EXPENSE.** All streets and alleys shall be improved solely at the expense of the developer in accordance with the requirements set forth herein. All streets shall be graded as hereinafter provided:

(A) All new streets, which are created and dedicated for use within a subdivision shall be graded, drained and surfaced in accordance with the minimum requirements hereinbelow set forth and in a manner which will provide complete and adequate drainage of all the streets, alleys, and public grounds which may be necessary in order to provide adequate and satisfactory drainage along the side of any existing public street which lies adjacent to the subdivision.

In general, all such new streets within the subdivision and all work to be undertaken thereon shall be designed and constructed according to **IDOT Roads and Bridges Standard Specifications** as the same are in effect at the time the Preliminary Plat and plans for such improvement work are submitted for approval.

(B) **Grading Roadway and Side Slopes.** The roadway shall be considered to be that part of the improvement which lies between the right-of-way lines.

(C) **Street Construction Standards.** All streets within the jurisdictional authority of the Municipality other than state highways shall be improved with pavements bounded by integral concrete curbs and gutter, in accordance with the criteria specified in Table 5-B.

- (1) **Collector Street Pavements.** The center **forty (40) feet** of the base course shall have a crown of **three (3) inches** for collector streets.
- (2) Local street pavements may be provided with a CA #6 crushed stone base course, having a minimum thickness of **seven (7) inches** compacted. An A-2 surface treatment shall be applied in accordance with the **IDOT Roads and Bridges Standard Specifications** if approved by the Plan Commission.
- (3) The crushed stone base course shall be permitted to remain throughout one winter season before the bituminous surface is placed thereon. Following inspection of the base and subbase as to compaction and thickness of the base by the administrative officer, he may, by authority in writing to the subdivider, waive the winter season waiting period. Compaction based on percent of optimum density.

- (4) The subdivider shall be required to improve arterial streets only to the width required by the current and immediate needs of his subdivision consistent to the standards and specifications herein contained.

(D) **Alleys.** Alleys where permitted or required, shall be constructed as specified for local streets.

(E) **Utility Lines.** Underground utilities in streets or rights-of-way or in easements shall be installed prior to the construction of such streets and/or alleys. Wherever possible, utilities will be placed in rear lot easements with street placement permitted in only the most unusual circumstances.

**35-5-21 CURB AND GUTTER.** All streets, except alleys and collector commercial, local commercial, arterial or industrial, shall be constructed with Portland cement concrete vertical curb and gutter and/or V-type gutter in accordance with the dimensions and specifications shown, therefore, in the Appendices. Only vertical curb and gutter shall be constructed in Industrial Streets. The materials and construction methods for curb and/or gutter shall conform with **IDOT Roads and Bridges Standard Specifications.**

**35-5-22 EARTH SUBBASE.** The earth subbase shall be compacted to not less than **ninety-five percent (95%)** of the standard laboratory density and shall extend across the entire width of the roadway. Soil analysis shall be performed to determine the standard laboratory density in accordance with Article 207.05 of the current edition of the Illinois Department of Transportation's "Standard Specifications for Road and Bridge Construction". Upon request of the Village, the results of the soil analysis shall be filed with the Village Engineer and compaction testing of the earth subbase shall be required in the areas of both driving lanes at a minimum sampling rate of **one (1) test** per lane per **five hundred (500) lineal feet** of roadway length. All tests required shall be run by the subdivider's authorized agent and the results, along with the certification of the subdivider's Engineer, shall be filed with the Village Engineer. The developer shall pay for the testing.

**35-5-23 MAINTENANCE RESPONSIBILITY.** Subsequent to completion of street construction by the subdivider, the Village Engineer shall make a final inspection of all streets to ascertain the acceptability of structural condition, earth slopes, drainage structures, etc. if the Village requests this inspection. If said inspection indicates no deficient items, the Village shall take formal action to accept the completed streets for maintenance based upon the Engineer's recommendation.

Should any item need correction or repair, the subdivider will be notified in writing of each deficiency. No street(s) shall be accepted in a subdivision until all streets comply with the Village's requirements to the satisfaction of the Village Engineer. In addition, the

developer shall be required to provide a guarantee in the form of a Surety Bond in the amount of **twenty-five percent (25%) of the approved construction cost estimate** for a period of **two (2) years**.

**35-5-24**     **RESERVED.**

**DIVISION V - BLOCKS**

**35-5-25**     **BLOCK WIDTH.** Blocks shall be sufficiently wide to accommodate **two (2) tiers** of lots having the minimum depth required by the zoning district regulations; provided, that this requirement may be waived in blocks adjacent to local collector or collector streets, railroads, or watercourses.

**35-5-26**     **BLOCK LENGTH.** No block shall be longer than **one thousand two hundred (1,200) feet** nor shorter than **five hundred (500) feet**. Wherever practicable, blocks along collector streets shall not be less than **one thousand (1,000) feet** in length.

**35-5-27**     **CROSSWALKS.** Crosswalks, not less than **ten (10) feet** wide, may be required through the center of blocks more than **one thousand (1,000) feet** long where necessary to provide circulation or access to schools, playgrounds, shopping centers, transportation, or other community facilities.

**35-5-28**     **RESERVED.**

**DIVISION VI - SIDEWALKS**

**35-5-29**     **SIDEWALKS.** Sidewalks shall be required:  
(A)           on at least **one (1) side** of a local street, when residential density is **two (2)** or more dwelling units per net acre; and  
(B)           along collector streets, near schools, and in shopping areas and similar public places on both sides of the street.

These requirements shall not be waived unless the Planning Commission advises the Village Board that, in the area in question, sidewalks are not needed to ensure public safety, and/or that topographical conditions make the installation of sidewalks impractical.

All sidewalks constructed within the municipality shall meet IDOT standards, policies and specifications.

**35-5-30      SIDEWALK CONSTRUCTION STANDARDS.**

(A)      **Relationship to Curb.** The outside edge of every sidewalk shall be located **twelve (12) inches** inside right-of-way.

(B)      **Width.** Residential sidewalks shall be at least **four (4) feet** wide. Non-residential sidewalks shall be at least **five (5) feet** wide.

(C)      **Thickness of Concrete.** All sidewalks shall be constructed of concrete at least **four (4) inches** thick, except that across driveways the thickness shall be increased to **six (6) inches** and/or number **six (6)** reinforcing mesh shall be used.

(D)      **Grade.** No sidewalk shall be constructed at a grade steeper than **ten percent (10%)**.

(E)      **Ramps at Intersections.** Curbs shall be cut and sidewalks shall be ramped at all intersections so as to enhance the mobility of handicapped individuals pursuant to the regulations of the American Disabilities Act and Illinois Department of Transportation.

**35-5-31      RESERVED.**

**DIVISION VII - STREETLIGHTS**

**35-5-32      INTERSECTION LIGHTING.** Streetlights shall be provided at each intersection of streets (or alleys) within a subdivision and at each cul-de-sac, but in no event shall there be less than one streetlight per **four hundred (400) feet** (or portion thereof) of street frontage between intersections, or between a street intersection and the terminus of a dead-end street. Additionally, in multi-family dwelling subdivisions, lighting shall be provided within parking areas at a minimum rate of one light per **twenty-five (25) parking spaces** or any fraction thereof.

**35-5-33      STREETLIGHT SYSTEM STANDARDS.** The design and installation of the streetlight system in every subdivision shall be reviewed by the Administrator and the appropriate electric utility company.

The lighting intensity of each streetlight shall be equivalent, at a minimum, to a **175 watt lamp** or **6800 mercury luminary lamp**. Each streetlight standard (post) shall be at least **sixteen (16) feet** high.

**35-5-34      RESERVED.**

**DIVISION VIII - SIGNS**

**35-5-35 STREET SIGN SPECIFICATIONS.** Street name signs of the size, height, and type approved by Administrator shall be supplied and placed by the developer at all intersections within or abutting any subdivision. Street names shall be sufficiently different in sound and spelling from other street names in this municipality so as to avoid confusion. The Village Clerk shall maintain a list of existing street names for reference. A street which is planned as a continuation of an existing street shall bear the same name.

**35-5-36 STOP SIGNS.** Stop signs shall be provided by the developer. The Village Superintendent shall specify the design and the location of the signs. He shall inspect the final installation.

**DIVISION IX - UTILITIES**

**35-5-37 UTILITY LOCATION AND EASEMENTS REQUIRED.** All utility lines shall be located underground throughout the subdivision, in such a manner that the various service lines can be logically extended to adjacent areas and that such underground services do not adversely affect one another. Generally, gas, electric, telephone and CATV utility lines shall be buried a minimum of **one (1) foot** below the finished grade, while water and sewer utility lines shall be a minimum of **three (3) feet**. In addition, any support equipment required to be above ground (e.g., transformer boxes, vaults, etc.) shall be located in a safe and sightly manner. No utility line shall be placed such that it runs parallel within the area bordered by vertical planes located **one (1) foot** inside and outside the curb and gutter lines.

Underground service connections to the property line of each platted lot shall be installed at the subdivider's expense; provided that, on the recommendation of the Plan Commission, the requirement for service connections to each lot may be waived in the case of adjoining lots to be retained in single ownership.

**35-5-38 UTILITY EASEMENTS.** Utility easements, not less than **twenty (20) feet** wide for sanitary sewers and water mains and not less than **fifteen (15) feet** wide for gas, electric, telephone, and cable television, shall be provided where necessary. Normally, in the case of abutting lots, an equal amount should be taken from each lot. Property owners may (at their own risk) plant shrubbery or hedges or install fences on



the easement areas. Utilities (private and public), however, in order to have access for repair shall have the election to destroy said improvements and restore the area only by grading and seeding, or to have alternate access through the owner's property.

**35-5-39**     **MAINTENANCE EASEMENTS.** Maintenance easements of not less than **five (5) feet** in width shall be provided along all rear and side lot lines.

**35-5-40**     **EXCAVATION BACKFILL.** The trench width for installation of all water and sewer lines shall be a maximum of **one and one-half (1.5) foot** greater the outside diameter of the pipe being placed. Pipe shall be placed on bedding material of select material free of stones, frozen clods, or other materials likely to cause damage to the pipe material. The initial lift of backfill shall be select material free of stones, frozen clods, or other materials likely to cause damage to the pipe, placed such that uniform support of the pipe haunches is obtained and to a depth of one-half diameter of the pipe. The next lift of backfill material shall again be select material free of stones, frozen clods, or other materials likely to cause damage to the pipe, placed for a minimum compacted depth of **six (6) inches** above the top of the pipe. The remaining backfill shall be placed in compacted layers of approximately **six (6) inch** lifts.

Water or sewer lines which fall within the area bounded by an imaginary vertical plane located **one (1) foot** outside the curb and gutter lines, shall be backfilled with sand placed in **six (6) inch** compacted lifts to a depth of **eighteen (18) inches** below the finished grade. Should the line cross beneath the curb and gutter or fall in the roadway, the last **eighteen (18) inches** of backfill shall consist of CA-6 gradation crushed stone compacted in **six (6) inch** lifts. Other areas may be backfilled with select earthen material.

Water and sewer lines consisting of non-ferrous pipe materials shall require placing detector wires or tape such that the location of the line may be found using available metal detecting equipment.

**35-5-41**     **RESERVED.**

## **DIVISION X - WATER FACILITIES**

**35-5-42**     **POTABLE WATER REQUIRED.** An adequate supply of potable water shall be provided to every platted lot in accordance with Illinois Department of Public Health regulations and the Illinois Environmental Protection Agency regulations. If the public water system is reasonably accessible, each lot shall be properly connected thereto at the property line. All water distribution lines shall be at least **six (6) inches** in diameter and shall conform to the latest edition of Standard Specifications for Water and Sewer Construction in Illinois and in accordance with all City administrative regulations.

The developer shall provide at his expense a minimum of **one (1)** water main tap per lot and shall be responsible for having a **one (1) inch** service line and curb box installed in accordance with Village administrative regulations on the property line of the lot.

Where public water supply facilities are available, private water wells shall not be installed. Backflow prevention devices shall be provided on public water supply services on properties where an existing well is already located.

Valves shall be located so that no more than **eight hundred (800) feet** of water main shall be put out of service at any one time. **(See Chapter 38 - Utilities)**

**35-5-43 FIRE HYDRANTS.** Fire hydrants of the type approved by the Village Fire Chief and the Fire Protection District (where applicable) shall be installed in every subdivision as part of the water distribution system. Unless otherwise stated, fire hydrants shall have at least a **five (5) inch** barrel, be equipped with **two (2) connections** for **two and one-half (2.5) inch** hose and **one (1) four(4) inch** pumper connection, and have a separate shutoff valve and box of at least **six (6) inches** in nominal size. In general, said fire hydrants shall be installed throughout the subdivision so that no residence shall be greater than **four hundred (400) feet** from a fire hydrant. This distance being measured from the center line of the street right-of-way to the residence. Commercial and industrial areas shall have **four hundred (400) foot** spacing for fire hydrants.

**35-5-44 RESERVED.**

## **DIVISION XI - SANITARY SEWERS**

**35-5-45 COMPLIANCE WITH REGULATIONS.** All proposed sanitary sewer facilities shall comply with the regulations of the Illinois Department of Public Health and the Illinois Environmental Protection Agency, and shall be approved by the Village Board. All water and sewer lines shall be constructed as per Standard Specifications for Water and Sewers Mains, State of Illinois, 4th Edition, or as amended. **(See Chapter 38 Article IV - Utilities)**

**35-5-46 WHEN PUBLIC SYSTEM AVAILABLE.** Whenever the public sanitary sewerage system is reasonably accessible, the developer shall extend said system throughout the subdivision, and shall provide each lot with a connection thereto. (Note: See Section 38-4-7 of Village's Municipal Code.)

Systems requiring the installation of a lift station must be furnished with a station meeting the approval of the Village and paid for by the developer. Occasionally the Village may require the subdivider to install a system with a capacity greater than the

needs of the individual subdivision. In these instances the Village may participate in the additional costs involved with increasing the capacity of the system.

**35-5-47**     **ALTERNATE METHODS OF DISPOSAL.** In the event it is not possible, or feasible, for the subdivider to extend the public sewer system into the proposed subdivision, for whatever reason, the subdivider has the right to petition the Village to install an alternative method of sewage disposal. Any such petition shall be considered on an individual basis with each case standing on its own merit. No subdivision shall be approved without the Village's approval of the method of sewage disposal:

(A)           **Private Central Sewage Systems.** Upon specific approval of the Village Board, the subdivider may install a private central sewage system. The Village shall reserve the right to review and approve/reject the detailed plans for such a system. Approval of the plans by the Village shall in no way be construed as acceptance of the design or operation or maintenance responsibility for said installation. Such installation shall be designed and constructed in accordance with the rules and regulations of the Illinois Environmental Protection Agency, and the Illinois Department of Public Health. The subdivider shall assume perpetual operational and maintenance responsibilities for such installation unless arrangements to the contrary are provided for in a formal written agreement between home owners and the subdivider. All owners of a private system shall have a current maintenance contract. Failure of the subdivider to discharge his operational/maintenance responsibilities may result in a fine of **Seven Hundred Fifty Dollars (\$750.00)** per day for each day a deficiency exists and shall apply to the subdivider, his heirs, successors, or assigns.

(B)           **Individual Disposal Systems.** Upon written approval of the Village Board, the subdivider may install individual sewage disposal systems providing the lot size is in excess of **fifty thousand (50,000) s.f.** If such installations are permitted, they shall be designed and installed in accordance with the applicable provisions of the requirements and regulations of the "**Private Sewage Disposal Licensing Act and Code**" of the Illinois Department of Public Health or the County Health Department regulations whichever are stricter.

**35-5-48 - 35-5-50**     **RESERVED.**

**(See Chapter 32 for the Stormwater Code and Chapter 40 for the Zoning Code.)**

**VILLAGE OF OKAWVILLE  
SUBDIVISION CODE**

**SCHEDULES AND BONDS**

<b>Schedule A</b>	<b>Checklist for Preliminary Plat</b>
<b>Schedule B</b>	<b>Checklist for Engineering Plans</b>
<b>Schedule C</b>	<b>Checklist for Final Plat</b>
<b>Schedule D</b>	<b>Surety Bond for Improvements</b>
<b>Schedule E</b>	<b>Cash Bond</b>
<b>Schedule F</b>	<b>Maintenance Bond</b>
<b>Appendix A</b>	<b>Financial Commitment</b>

## Schedule A. Checklist for Preliminary Plat

\_\_\_\_\_ (Name of Subdivision)

\_\_\_\_\_ (Date of Submission)

\_\_\_\_\_ (Due date of recommendation – 90 days)

NOTE: To properly execute this checklist, the subdivider or his engineer shall:

- (A) Insert the required information.
- (B) Denote compliance with applicable ordinances by placing his initials in all spaces where applicable.
- (C) Denote those items which the subdivider considers "not applicable" to this particular subdivision by the abbreviation "N.A.").

- \_\_\_\_\_ 1. Six copies of preliminary plan submitted.
- \_\_\_\_\_ 2. Plans conform to Sec. 34-3-3.
- \_\_\_\_\_ 3. Plan scale is not less than 1" to 100'.
- \_\_\_\_\_ 4. Minimum profile scale is 1" to 100' horizontal and 1" to 10' vertical.
- \_\_\_\_\_ 5. A title sheet is included with each set of preliminary plans.
- \_\_\_\_\_ 6. Name of proposed subdivision shown.
- \_\_\_\_\_ 7. Location given by town, range, section or other legal description.
- \_\_\_\_\_ 8. Name and address of owner, trust, corporation, or subdivider having control of project is shown.
- \_\_\_\_\_ 9. Name and seal of professional engineer or surveyor who prepared topographic survey is shown.
- \_\_\_\_\_ 10. Name and address of the designer of the plan is shown.
- \_\_\_\_\_ 11. North direction is shown.
- \_\_\_\_\_ 12. Date of preparation and date of revision, if any, is shown.
- \_\_\_\_\_ 13. A location map is included indicating:
  - \_\_\_\_\_ a. A scale of not less than 1" to 1,000'.
  - \_\_\_\_\_ b. Boundary lines of adjoining land within an area bounded by the nearest arterial streets or other natural boundaries.
  - \_\_\_\_\_ c. Use of surrounding land.
  - \_\_\_\_\_ d. Ownership of the surrounding land.
  - \_\_\_\_\_ e. Alignment of existing streets.
  - \_\_\_\_\_ f. Section and corporate lines.
- \_\_\_\_\_ 14. Boundary lines of proposed subdivision are clearly shown.
- \_\_\_\_\_ 15. Total approximate acreage is shown.
- \_\_\_\_\_ 16. Existing zoning classification is indicated.
- \_\_\_\_\_ 17. The following existing items, if within the boundaries of the subdivision, or located 100' or less outside the boundaries are shown:

- \_\_\_\_\_ a. Previously platted streets and other right-of-way, with improvements, if any, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Widths
  - \_\_\_\_\_ 3. Names
- \_\_\_\_\_ b. Railroad rights-of-way, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Dimensions
- \_\_\_\_\_ c. Utility rights-of-way, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Widths
  - \_\_\_\_\_ 3. Type
    - \_\_\_\_\_ a. Sewer
    - \_\_\_\_\_ b. Water
    - \_\_\_\_\_ c. Electric
    - \_\_\_\_\_ d. Other
- \_\_\_\_\_ d. Parks and other open spaces indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Area
- \_\_\_\_\_ e. Easements, including:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Width
  - \_\_\_\_\_ 3. Purpose
- \_\_\_\_\_ f. Permanent buildings and structures, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Setback lines
  - \_\_\_\_\_ 3. Names of owners
- \_\_\_\_\_ g. Section and corporate lines
- \_\_\_\_\_ h. Sanitary sewers, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Size
  - \_\_\_\_\_ 3. Manholes
  - \_\_\_\_\_ 4. Invert elevations at manholes
- \_\_\_\_\_ i. Water mains, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Size
  - \_\_\_\_\_ 3. Valves, indicating:
    - \_\_\_\_\_ a. Valve manhole, or
    - \_\_\_\_\_ b. Valve box
  - \_\_\_\_\_ 4. Fire hydrants and auxiliary valves
- \_\_\_\_\_ j. Culverts, indicating:
  - \_\_\_\_\_ 1. Type
  - \_\_\_\_\_ 2. Location

- \_\_\_\_\_ 3. Size
    - \_\_\_\_\_ 4. Invert elevation
  - \_\_\_\_\_ k. Storm sewers, indicating:
    - \_\_\_\_\_ 1. Location
    - \_\_\_\_\_ 2. Size
    - \_\_\_\_\_ 3. Catch basins
    - \_\_\_\_\_ 4. Invert elevations
  - \_\_\_\_\_ l. Watercourses, indicating:
    - \_\_\_\_\_ 1. Type
    - \_\_\_\_\_ 2. High water width and elevation
    - \_\_\_\_\_ 3. Width of easement
    - \_\_\_\_\_ 4. Location of easement
  - \_\_\_\_\_ m. Marshes or wetlands, indicating:
    - \_\_\_\_\_ 1. Location
    - \_\_\_\_\_ 2. Dimensions
    - \_\_\_\_\_ 3. Soil bearing capacity
  - \_\_\_\_\_ n. Floodplains, floodways, or flood prone areas, indicating:
    - \_\_\_\_\_ 1. Location
    - \_\_\_\_\_ 2. Dimensions
    - \_\_\_\_\_ 3. Type
  - \_\_\_\_\_ o. Rock outcrops, indicating:
    - \_\_\_\_\_ 1. Location
    - \_\_\_\_\_ 2. Dimensions
  - \_\_\_\_\_ p. Monuments and survey markers, indicating:
    - \_\_\_\_\_ 1. Location
    - \_\_\_\_\_ 2. Type
- \_\_\_\_\_ 18. Topographic data is given in feet above mean sea level within the tract and to a distance of 100' beyond, indicating:
  - \_\_\_\_\_ a. Existing contours at vertical intervals of not more than 2'.
  - \_\_\_\_\_ b. Proposed contours at vertical intervals of not more than 2'.
  - \_\_\_\_\_ c. Bench mark, indicating:
    - \_\_\_\_\_ 1. Location
    - \_\_\_\_\_ 2. Description
    - \_\_\_\_\_ 3. Elevation
- \_\_\_\_\_ 19. Soil bearing data is given, if required by the municipality, indicating:
  - \_\_\_\_\_ a. Location of tests
  - \_\_\_\_\_ b. Depth of tests
  - \_\_\_\_\_ c. Soil bearing capacity
  - \_\_\_\_\_ d. Moisture content
- \_\_\_\_\_ 20. The following proposed items, if within the boundaries of the subdivision or located 100' or less outside of the boundaries, are shown:
  - \_\_\_\_\_ a. Layout of streets, indicating:
    - \_\_\_\_\_ 1. Arterial streets, indicating:
      - \_\_\_\_\_ a. Right-of-way width
      - \_\_\_\_\_ b. Roadway width, back to back of curbs

- \_\_\_\_\_ 2. Collector streets, indicating:
  - \_\_\_\_\_ a. Right-of-way width
  - \_\_\_\_\_ b. Roadway width, back to back of curbs
- \_\_\_\_\_ 3. Local streets, indicating:
  - \_\_\_\_\_ a. Right-of-way width
  - \_\_\_\_\_ b. Roadway width, back to back of curbs
- \_\_\_\_\_ 4. Cul-de-sac streets, indicating:
  - \_\_\_\_\_ a. Right-of-way width
  - \_\_\_\_\_ b. Roadway width, back to back of curbs
  - \_\_\_\_\_ c. The length does not exceed 500' unless there are less than 16 lots abutting the cul-de-sac street.
  - \_\_\_\_\_ d. Terminus is circular, or nearly so, and right-of-way is at least 120' in diameter.
  - \_\_\_\_\_ e. Terminus roadway width is 80' in diameter.
- \_\_\_\_\_ 5. Marginal access street, indicating:
  - \_\_\_\_\_ a. Right-of-way width
  - \_\_\_\_\_ b. Roadway width, back to back of curbs
- \_\_\_\_\_ 6. Through street shown extended to boundaries of subdivision
- \_\_\_\_\_ 7. Storm water runoff pattern on paving
- \_\_\_\_\_ b. Names of streets
  - \_\_\_\_\_ 1. Not duplicating the name of any street heretofore used in the municipality or its environs, unless the street is an extension of an already existing street, in which case, the name shall be used.
- \_\_\_\_\_ c. Street improvement plan showing location of all new street improvements, including those to the center line of previously dedicated rights-of-way, abutting the subdivision, in accordance with prevent municipality standards.
- \_\_\_\_\_ d. Utility easements:
  - \_\_\_\_\_ 1. Located at the rear of each lot and other necessary locations
  - \_\_\_\_\_ 2. Not less than 10' in width on each lot
  - \_\_\_\_\_ 3. Purpose is indicated
  - \_\_\_\_\_ 4. Storm water runoff is indicated
- \_\_\_\_\_ e. Centerline profiles of all streets showing gradients not less than 0.4 percent and not more than:
  - \_\_\_\_\_ 1. 5.0% on collector streets
  - \_\_\_\_\_ 2. 7.0% on minor streets



- \_\_\_\_\_ f. Pedestrian ways, when required, indicating:
  - \_\_\_\_\_ 1. Location at approximately the center of blocks in excess of 1000' in length
  - \_\_\_\_\_ 2. Width not less than 10'
  - \_\_\_\_\_ 3. Shrub or tree hedge at side boundary lines
- \_\_\_\_\_ g. Block layout, indicating:
  - \_\_\_\_\_ 1. Blocks do not exceed 1200' in length
  - \_\_\_\_\_ 2. Additional access ways to parks, schools, etc., are shown in accordance with the plan commission's requirements
  - \_\_\_\_\_ 3. Blocks fit readily into the overall plan of the subdivision, with due consideration given to:
    - \_\_\_\_\_ a. Topographical conditions
    - \_\_\_\_\_ b. Lot planning
    - \_\_\_\_\_ c. Traffic flow pattern
    - \_\_\_\_\_ d. Public open space areas
  - \_\_\_\_\_ 4. Block numbers
  - \_\_\_\_\_ 5. Blocks intended for commercial, industrial or institutional use are so designated
- \_\_\_\_\_ h. Lot layout, indicating:
  - \_\_\_\_\_ 1. Lot dimensions
  - \_\_\_\_\_ 2. Lot areas, not less than those stipulated in the appropriated district regulations of the zoning code (Areas may be listed by Schedule)
  - \_\_\_\_\_ 3. Building setback lines shown and properly dimensioned
  - \_\_\_\_\_ 4. Proposed land use
  - \_\_\_\_\_ 5. Lot numbers
  - \_\_\_\_\_ 6. Corner lots are sufficiently larger than interior lots to allow maintenance of building setback lines on both street frontages and still allow a buildable width equal to that of the smallest interior lot in the block
  - \_\_\_\_\_ 7. All lots abut a publicly dedicated street for a distance of not less than the minimum width of the lot
  - \_\_\_\_\_ 8. Lots are as nearly rectangular in shape as is practicable
  - \_\_\_\_\_ 9. Lots are not less than the provision of the zoning code
  - \_\_\_\_\_ 10. Lot lines are substantially at right angles to the street lines and radial to curved street lines
  - \_\_\_\_\_ 11. Double frontage lots only where:
    - \_\_\_\_\_ a. Lots back upon an arterial street and front on an access street
    - \_\_\_\_\_ b. Topographic or other conditions make subdividing otherwise unreasonable

- \_\_\_\_\_ c. Lots can be made an additional 20' deeper than average
- \_\_\_\_\_ d. A protective screen planting is indicated on one frontage
- \_\_\_\_\_ 12. Lots abutting or traversed by a watercourse, drainage way, channel way, channel, or stream, indicate:
  - \_\_\_\_\_ a. Additional width and depth to provide an acceptable building site
  - \_\_\_\_\_ b. Width of easement is at least 15' wider on each side of water at high water level
- \_\_\_\_\_ 13. Due regard for natural features, such as:
  - \_\_\_\_\_ a. Trees
  - \_\_\_\_\_ b. Watercourses
  - \_\_\_\_\_ c. Historic items
  - \_\_\_\_\_ d. Other similar conditions
- \_\_\_\_\_ i. Areas intended to be dedicated for public use, indicating:
  - \_\_\_\_\_ 1. Plan conforms to general development plan of the municipality
  - \_\_\_\_\_ 2. Purpose
  - \_\_\_\_\_ 3. Acreage
- \_\_\_\_\_ j. Source of domestic water supply, indicating:
  - \_\_\_\_\_ 1. Connection to existing water mains
  - \_\_\_\_\_ 2. Location of site for community water plans
- \_\_\_\_\_ k. Provision for sewage disposal, indicating:
  - \_\_\_\_\_ 1. Connection to existing sanitary sewer mains
  - \_\_\_\_\_ 2. Location of site for community sewage disposal plant
- \_\_\_\_\_ l. School sites, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Dimensions
  - \_\_\_\_\_ 3. Acreage
- \_\_\_\_\_ m. Topographic information, indicating:
  - \_\_\_\_\_ 1. Proposed changes in elevation of land showing that any flooding would be relieved
  - \_\_\_\_\_ 2. Adequate installation of storm sewers would remove the possibility of flooding
- \_\_\_\_\_ n. Sanitary sewer layout, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Size
  - \_\_\_\_\_ 3. Invert elevation at manholes
  - \_\_\_\_\_ 4. Manhole locations
- \_\_\_\_\_ o. Watermain layout, indicating:
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Size
  - \_\_\_\_\_ 3. Looped pattern where practicable
  - \_\_\_\_\_ 4. Fire hydrants, as per Section 34-5-43

- \_\_\_\_\_ p. Storm sewer layout (See Ch. 32)
  - \_\_\_\_\_ 1. Location
  - \_\_\_\_\_ 2. Catch basins at not more than 600' intervals
  - \_\_\_\_\_ 3. Storm water is not carried across or around any intersection
  - \_\_\_\_\_ 4. Surface water drainage pattern for individual lot and block
- \_\_\_\_\_ q. Street light layout, indicating:
  - \_\_\_\_\_ 1. Locations and typical street light detail, or
  - \_\_\_\_\_ 2. Statement by subdivider that street lights will be installed in accordance with municipality standards
- \_\_\_\_\_ 21. An outline of proposed covenants accompanies the plans, indicating the intention of the subdivider to have the covenants recorded with the final plat.
  - \_\_\_\_\_ a. Protective against obstruction against drainage easements
- \_\_\_\_\_ 22. Typical street cross-section showing base construction, surfacing, concrete curb and sidewalk in accordance with the land improvements code.
- \_\_\_\_\_ 23. Indication that sidewalks will be installed along all lot lines coincidental with street rights-of-way.
- \_\_\_\_\_ 24. Indication on drawing or by certificate that subdivider is aware of his responsibility for installation of street signs and for seeding and tree planting in all parkways.

Completed by \_\_\_\_\_ (Name)  
 \_\_\_\_\_ (Address)  
 Reviewed by \_\_\_\_\_ (Zoning Administrator)  
 \_\_\_\_\_ (Date)  
 Considered by Plan Commission on \_\_\_\_\_ (Date)  
 \_\_\_\_\_ (Chairman)

## Schedule B. Checklist for Engineering Plans

\_\_\_\_\_ (Name of Subdivision)

\_\_\_\_\_ (Date of Submission)

\_\_\_\_\_ (Due date of recommendation – 45 days)

NOTE: To properly execute this checklist, the subdivider or his engineer shall:

- (A) Insert the required information.
- (B) Denote compliance with applicable ordinances by placing his initials in all spaces where applicable.
- (C) Denote those items which the subdivider considers "not applicable" to this particular subdivision by the abbreviation "N.A.").

- \_\_\_\_\_ 1. Plans have been submitted within twelve (12) months of the date of approval by the municipality board of the Preliminary Plan.
- \_\_\_\_\_ 2. Four (4) copies of engineering plans have been submitted.
- \_\_\_\_\_ 3. Plans conform to Article V, p. 35-32.
- \_\_\_\_\_ 4. A title sheet is included with each set of plans, and includes:
  - \_\_\_\_\_ a. Name of subdivision and unit number.
  - \_\_\_\_\_ b. Type of work covered.
  - \_\_\_\_\_ c. Location map showing relation of area to be improved to existing streets.
  - \_\_\_\_\_ d. An index of sheets.
  - \_\_\_\_\_ e. A summary of quantities.
  - \_\_\_\_\_ f. Name, address, and seal of registered engineer preparing the plans.
  - \_\_\_\_\_ g. Date of preparation and revisions, if any, is shown.
- \_\_\_\_\_ 5. Plans and profiles are on Federal Aid Sheets, plate I or II or equal.
  - \_\_\_\_\_ a. Horizontal scale is not less than 1" to 50'.
  - \_\_\_\_\_ b. Vertical scale is not less than 1" to 5'.
- \_\_\_\_\_ 6. Cross sections are plotted on Federal Aid Sheets, plate III.
- \_\_\_\_\_ 7. North direction is shown for each separate plan view.
- \_\_\_\_\_ 8. An adequate number of bench marks are shown with elevations referenced to mean sea level, to facilitate checking of elevations.
- \_\_\_\_\_ 9. Delineation is shown of all easements necessary to serve all lots with underground and overhead utilities, and to allow for perpetual maintenance to these facilities.
- \_\_\_\_\_ 10. An application for State Environmental Protection Agency permit for the sanitary sewer extension accompanies the plans.
- \_\_\_\_\_ 11. Sanitary sewer plans and specifications are complete and conform to the standards and requirements of the codes applicable thereto and denote all of the following:

- \_\_\_\_\_ a. All properties in the subdivision are served and house service connections are provided.
  - \_\_\_\_\_ b. The minimum size main is 8" I.D.
  - \_\_\_\_\_ c. The plan conforms to the overall municipal plan for any trunk sewers traversing the subdivision.
  - \_\_\_\_\_ d. The distance between manholes does not exceed 400'.
  - \_\_\_\_\_ e. The invert elevation of each manhole is shown.
  - \_\_\_\_\_ f. The grade of each section of sewer is shown by percentage in accordance with accepted engineering practice.
  - \_\_\_\_\_ g. Extra strength pipe and extra strength manhole wall construction is specified and shown on the plans and in the estimates of quantities where the depth of installation exceeds 8'.
  - \_\_\_\_\_ h. Profile of existing and proposed ground surfaces.
  - \_\_\_\_\_ i. Risers are shown for individual house service laterals where depths of main exceeds 12'.
  - \_\_\_\_\_ j. Pipe joints are of permitted type.
  - \_\_\_\_\_ k. Minimum manhole cover weights are correct.
    - \_\_\_\_\_ 1. 540 pounds in collector streets.
    - \_\_\_\_\_ 2. 400 pounds in minor and cul-de-sac streets.
    - \_\_\_\_\_ 3. 335 pounds in rear-lot easements.
- \_\_\_\_\_ 12. An application for State Environmental Protection Agency approval of the water main installation accompanies the plans.
- \_\_\_\_\_ 13. Water distribution plans and specifications are complete and conform to the codes applicable thereto and include all of the following:
- \_\_\_\_\_ a. All properties in the subdivision are served.
  - \_\_\_\_\_ b. The minimum size main is 6" I.D.
  - \_\_\_\_\_ c. The plan conforms to the municipality's overall plan for any trunk lines which might traverse the subdivision.
  - \_\_\_\_\_ d. Valve and hydrant spacing and location conform to the approved preliminary plan.
  - \_\_\_\_\_ e. Materials and joint specifications comply with the municipality's standards.
  - \_\_\_\_\_ f. Specifications include provisions for testing and sterilization of all new water distribution facilities.
    - \_\_\_\_\_ 1. Valve cover
    - \_\_\_\_\_ 2. Standard cover
    - \_\_\_\_\_ 3. Standard hydrant installation
- \_\_\_\_\_ 14. Street plans, including storm sewers, are complete and conform to the codes applicable thereto and include the following:
- \_\_\_\_\_ a. The location of streets and width of pavements conform to those indicated on the approved preliminary plan.
  - \_\_\_\_\_ b. Plan shows curb, gutter and sidewalk locations, and include the following information:
    - \_\_\_\_\_ 1. Corner curb radius is not less than 16'.
    - \_\_\_\_\_ 2. Curve data for all horizontal curves.
    - \_\_\_\_\_ 3. Direction of flow along all curbs.

- \_\_\_\_\_ 4. No surface water is carried across or around any street intersection, nor for a distance greater than 600'.
  - \_\_\_\_\_ c. Cross-sections are submitted as necessary to indicate feasibility of proposed street elevations in relation to adjacent lot elevations, and include sidewalk location.
  - \_\_\_\_\_ d. Profiles are submitted for all paving centerlines and storm sewers and indicate:
    - \_\_\_\_\_ 1. Catch basin invert elevations.
    - \_\_\_\_\_ 2. Minimum pipe size is 12" I.D., except that a lead from a single inlet may be 10" I.D.
    - \_\_\_\_\_ 3. The grade of each section of sewer is shown by percentage in accordance with accepted engineering practice.
    - \_\_\_\_\_ 4. Storm sewer elevations do not conflict with any other underground utilities.
    - \_\_\_\_\_ 5. Storm sewer is connected with an adequate outfall.
    - \_\_\_\_\_ 6. Curve data is given for vertical road curves.
  - \_\_\_\_\_ e. The storm sewer system is designed to provide sufficient capacity for the drainage of upland areas contributing to the storm water runoff on the street.
    - \_\_\_\_\_ 1. Storm sewer design computations are submitted with plans.
  - \_\_\_\_\_ f. A surface water drainage pattern is shown for each block.
  - \_\_\_\_\_ g. Material specifications comply with municipality standards and include:
    - \_\_\_\_\_ 1. Paving base material
    - \_\_\_\_\_ 2. Paving surface materials
    - \_\_\_\_\_ 3. Concrete
    - \_\_\_\_\_ 4. Pipe materials
  - \_\_\_\_\_ h. Typical cross-sections and details include the following:
    - \_\_\_\_\_ 1. Collector street
    - \_\_\_\_\_ 2. Minor or cul-de-sac street
    - \_\_\_\_\_ 3. Concrete curb and gutter
    - \_\_\_\_\_ 4. Concrete sidewalk
    - \_\_\_\_\_ 5. Standard manhole
    - \_\_\_\_\_ 6. Standard cover
    - \_\_\_\_\_ 7. Catch basin
- \_\_\_\_\_ 15. Street light plans are complete and include the following:
  - \_\_\_\_\_ a. Pole locations
  - \_\_\_\_\_ b. Spacing
  - \_\_\_\_\_ c. Average maintained footcandle illumination (calculated).
    - \_\_\_\_\_ 1. Type of base and pole
    - \_\_\_\_\_ 2. Bracket or arm
    - \_\_\_\_\_ 3. Luminaire, indicating type of lamp and wattage
    - \_\_\_\_\_ 4. Mounting height

- \_\_\_\_\_ 16. Parkway improvement specifications are complete and include provisions for:  
\_\_\_\_\_ a. Removal of stumps, trees that cannot be saved, boulders, and all other similar items.  
\_\_\_\_\_ b. Grading, installation of topsoil and seeding or sodding.
- \_\_\_\_\_ 17. Street signs are shown to be installed at all street intersections not previously marked.

Completed by \_\_\_\_\_ (Name)  
\_\_\_\_\_ (Address)  
\_\_\_\_\_ (Date)

Reviewed by \_\_\_\_\_ (Zoning Administrator)  
\_\_\_\_\_ (Date)

Considered by Plan Commission on \_\_\_\_\_ (Date)  
\_\_\_\_\_ (Chairman)

### Schedule C. Checklist for Final Plat

\_\_\_\_\_ (Name of Subdivision)

\_\_\_\_\_ (Date of Submission)

\_\_\_\_\_ (Due date of recommendation – 30 days)

NOTE: To properly execute this checklist, the subdivider or his engineer shall:

- (A) Insert the required information.
- (B) Denote compliance with applicable ordinances by placing his initials in all spaces where applicable.
- (C) Denote those items which the subdivider considers "not applicable" to this particular subdivision by the abbreviation "N.A.").

- \_\_\_\_\_ 1. Plat has been submitted within six (6) months after the approval of the engineering plans.
- \_\_\_\_\_ 2. Plat has been submitted within three (3) years after the approval of the preliminary plan (unless an extension of time has been requested and granted by the Village Board).
- \_\_\_\_\_ 3. One (1) original drawing of the final plat has been submitted.
- \_\_\_\_\_ 4. One (1) transparency print of the final plat has been submitted.
- \_\_\_\_\_ 5. Four (4) copies of the final plat have been submitted.
- \_\_\_\_\_ 6. Plat is drawn with black or blue ink on heavy linen tracing cloth or polyester film.
- \_\_\_\_\_ 7. North direction is shown.
- \_\_\_\_\_ 8. Scale is shown (minimum 1" equals 100').
- \_\_\_\_\_ 9. Section corners and section lines are accurately tied into subdivision by distances and angles.
- \_\_\_\_\_ 10. Official survey monuments are shown as required.
- \_\_\_\_\_ 11. All necessary easements are shown and dimensioned.
- \_\_\_\_\_ 12. Building setback lines are shown and dimensioned in accordance with the zoning code.
- \_\_\_\_\_ 13. Lot areas are in accordance with the applicable zoning regulations.
- \_\_\_\_\_ 14. Street names are shown.
- \_\_\_\_\_ 15. Areas to be dedicated or reserved for public use are shown and described and the purpose is designated.
- \_\_\_\_\_ 16. Protective covenants are lettered on the plat or are appropriately referenced.
- \_\_\_\_\_ 17. Required certificates are shown and signed:
  - \_\_\_\_\_ a. Surveyor's certificate (including legal description).
  - \_\_\_\_\_ b. Owner's certificate.
  - \_\_\_\_\_ c. Notary certificate.
  - \_\_\_\_\_ d. County Clerk certificate.
  - \_\_\_\_\_ e. Flood Hazard certificate.
  - \_\_\_\_\_ f. Plan Commission certificate.
  - \_\_\_\_\_ g. Village Board Certificate.
  - \_\_\_\_\_ h. Administrator.



- \_\_\_\_\_ 18. The following items have been submitted with the final plat:
- \_\_\_\_\_ a. Detailed specifications for all required land improvements not previously submitted and approved with the engineering plans.
  - \_\_\_\_\_ b. A copy of the state sanitary water board permit for the sanitary sewer installation.
  - \_\_\_\_\_ c. A copy of the state department of public health approval of the water main installation.
  - \_\_\_\_\_ d. An affidavit by the subdivider acknowledging responsibility for the proper installation of all required land improvements.
  - \_\_\_\_\_ e. A certified estimate of cost of all required land improvements prepared by a registered engineer.
  - \_\_\_\_\_ f. A description of the bond or guarantee collateral intended to be submitted after contingent approval is granted by the Village Board.

Completed by \_\_\_\_\_ (Name)  
 \_\_\_\_\_ (Address)  
 \_\_\_\_\_ (Date)

Reviewed by: \_\_\_\_\_ (Zoning Administrator)  
 \_\_\_\_\_ (Date)

Considered by Plan Commission on \_\_\_\_\_ (Date)  
 \_\_\_\_\_ (Chairman)

**Schedule D. Surety Bond for Improvements**

"Know all men by these presents that we, \_\_\_\_\_, (name of individual, corporation, etc.), as principal, and the \_\_\_\_\_, (name of bonding company), a corporation, authorized to do business in the State of \_\_\_\_\_, as surety, are held and firmly bound unto the Village of Okawville, in the penal sum \_\_\_\_\_ Dollars, lawful money of the United States for the payment of which we and each of us bind ourselves, our heirs, executors, administrators, successors and assigns jointly by these presents:

"The condition of this obligation is such that whereas, the said \_\_\_\_\_, (name of individual, corporation or principal) has agreed to construct and/or install at its expense the following improvements:

- Street base and paving
- Concrete curb and gutters
- Water mains, appurtenances, and house services
- Storm sewers, appurtenances, and house services
- Sanitary sewers, appurtenances, and house services
- Concrete sidewalks
- Street lights
- Site improvements

All in accordance with the specifications and codes of the Village, and contained in plans and specifications prepared by \_\_\_\_\_ (named engineer), and approved by the Village Board, at the following location:

\_\_\_\_\_  
(Description of Property)

'And has agreed to maintain such improvement constructed under this bond for a period of two year from the date of acceptance of the same by the Village.

'Now, therefore, if the said principal shall well and truly perform in all respects in strict accordance with the requirements, and shall save the Village harmless from all loss, cost or damage, by reason of their failure to complete said work, or maintain said improvements, relating to the above described work, then this obligation to be void, otherwise to remain in full force and effect."

## Schedule E. Cash Bond

The Plan Commission may permit a developer to file in lieu of the surety bond called for in Schedule D, a cash bond guaranteeing that the improvements will be completed as follows:

(A) Undertaking in Lieu of Completion Bond.

WHEREAS, the statutes of the State of Illinois grant to a municipal corporation the right to require that a developer constructing certain improvements within that community guarantee the construction of such improvements by a completion bond or other security acceptable to the community; and WHEREAS, \_\_\_\_\_ desires to construct a residential development within the \_\_\_\_\_ of \_\_\_\_\_, and that said municipality is willing to accept an undertaking from a financial institution in the nature of an irrevocable commitment in lieu of such completion bond.

NOW, THEREFORE, are the following representations made by the owner and/or developer to the \_\_\_\_\_ of \_\_\_\_\_, as follows:

1. THAT \_\_\_\_\_ is the owner and/or developer of the property legally described in clause 2 of this undertaking, and shall hereinafter be referred to as "OWNER"; and, THAT the \_\_\_\_\_ of \_\_\_\_\_ shall hereinafter be referred to as "MUNICIPALITY".

2. THAT the OWNER is the legal title holder of the following described property:

[Legal Description]

3. THAT the OWNER shall be required to install and guarantee the installation of streets, sidewalks, street lights, sanitary sewers, storm sewers, water lines, recreational facilities (including structures), and common landscaping. In order to guarantee that such facilities shall be installed, the OWNER shall submit to the municipal engineer such specifications and estimated engineering costs as shall be required to meet with his approval. In aiding the municipal engineer in determining the amount of reasonably anticipated costs for the construction of such improvements, the OWNER may submit to the engineer signed contracts for the construction of such improvements. The municipal engineer, upon being satisfied that the design of the required improvements are in accordance with the ordinances of the MUNICIPALITY and in accordance with good engineering practices, shall estimate and certify an amount which shall represent one hundred ten percent (110%) of the reasonably estimated cost of completing the required improvements for which the MUNICIPALITY is requiring a completion guarantee.

4. [THAT except for the issuance of building permits for a reasonable number of models], the OWNER shall not be entitled to the issuance of [further] building permits until and unless said OWNER shall submit to the municipality an irrevocable financial commitment from a bank, savings and loan, or mortgage company approved by the municipality in the amount certified by the municipal engineer.

5. THAT the written irrevocable financial commitment shall be furnished by the municipality from a banking or lending institution in the form marked Appendix A and appended to this agreement.

6. THAT the OWNER guarantees the workmanship of the public improvements to be installed upon the site for a period of one (1) year after their donation to the municipality. Upon final completion of the streets, sidewalks, street lights, sanitary sewers, storm sewers, and water mains, the OWNER shall execute a Bill of Sale for those items which are personal property. For a period of one (1) year after the granting of the Bill of Sale in the case of personal property and the acceptance for maintenance in the case of streets and sidewalks, all necessary repairs to such facilities shall be the responsibility of the OWNER.

IN WITNESS WHEREOF \_\_\_\_\_ has  
hereunto set his hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(OWNER)

APPROVED by the \_\_\_\_\_ of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 20\_\_.

BY: \_\_\_\_\_  
(MUNICIPALITY)

(B) [Letterhead of Bank, Savings and Loan or Mortgage House]

\_\_\_\_\_, 20\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **Schedule F. Maintenance Bond**

The contractor making subdivision improvements shall furnish a one-year maintenance bond in the amount of 25% of the total cost of any improvements and installations excluding street tree plants and landscaping, which are to be maintained by the municipality. Such bond shall be in full force and effect from the date of the letter from the Administrator certifying that all required subdivision improvements and installations have been completed. This bond shall provide that all defects in the improvements and installations will be corrected at the end of the bond period subject to the approval of the Administrator. In those cases where a surety bond has been posted for the improvements in accordance with division (D) of this section, the applicant may provide that the surety bond be extended to cover this one-year period. Otherwise, a separate maintenance bond shall be posted.

## APPENDIX A: FINANCIAL COMMITMENT

GENTLEMEN:

We hereby establish our irrevocable credit in favor of \_\_\_\_\_ [developer] \_\_\_\_\_, or the municipality of \_\_\_\_\_ in the amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_). We understand that this irrevocable credit is to be used to construct the following improvements in the residential development known as \_\_\_\_\_ to be constructed within the \_\_\_\_\_ of \_\_\_\_\_, Illinois:

streets; sidewalks; street lights; the portion of sanitary sewers, storm sewers, and water mains to become municipality-owned; recreational facilities (including a recreational building and a swimming pool and appurtenances thereof); and, landscaping in common areas.

The development is legally described as follows: [Legal Description]

We shall make payouts from this irrevocable commitment as follows:

If we have not been notified by the municipality of a default by the owner and/or developer, we shall disburse the funds for labor and materials furnished by contractors in accordance with the sworn statement on order of the owner, the submission of proper lien waivers from the contractors engaged in such work, and the certificate by the municipal engineer, \_\_\_\_\_ [his name] \_\_\_\_\_, that such work has been properly completed, however, that we shall withhold from each payment made under such sworn statement(s) or order(s) an amount equal to ten percent (10%) thereof until all improvements have been completed except final surfacing of the streets and sidewalks, at which time the ten percent (10%) sum withheld shall be disbursed less a sum equal to one hundred and twenty-five percent (125%) of the cost of the final surfacing of the streets, which sum shall be finally disbursed when the work has been completed and the requirements of certification and lien waivers as has been hereinabove set out.

The required improvements shall be completed in accordance with the following schedule: [Insert Schedule].

If we receive a resolution of the corporate authorities of the municipality indicating that the owner and/or developer has failed to satisfactorily complete or carry on the work of the installation and construction of the required improvements, and such resolution indicates that the owner and/or developer has been notified that the municipality finds that a breach of the owner's and/or developer's obligations has occurred and have not been cured within a period of thirty (30) days, that in such case we shall make payments for materials and labor to such contractor(s) or subcontractor(s) retained by the municipality who have completed the improvements in substantial accordance with the plans and specifications of the owner and/or developer; such payments shall be made upon the certification of the municipal engineer that

the work has been completed and the submission of proper waiver of liens from the contractor(s) or subcontractor(s). The amount of the payouts shall be in accordance with the retention provisions as previously set out.

The irrevocable credit established by us shall be in force for a period of \_\_\_\_\_ (\_\_\_\_\_) years, and shall remain in effect without regard to any default in payments of sums owned us by the owner and/or developer and without regard to other claims which we may have against the owner and/or developer. Sixty (60) days prior to the expiration of this irrevocable credit, we shall notify the corporate authorities of the municipality, by registered letter return receipt requested, of the impending expiration date. This commitment shall not terminate without such notice. If the work covered by this commitment has not been completed within the time set forth in this agreement, the municipality may at its option continue drawing funds as otherwise provided for an additional period of one (1) year. It is recognized that the municipality is according to the owner and/or developer the permission to proceed with the development project expressly upon the guarantee of the irrevocable nature of this commitment. It is further acknowledged that the consideration for this irrevocable commitment is provided by agreements between this financial institution and the developer. The sum of this credit shall, however, be reduced in the amount of disbursements made from time to time in accordance with the terms under which this credit is extended as set out above.