

APPLICATION FOR PLAT OF SUBDIVISION APPROVAL

BELVIDERE - BOONE COUNTY PLANNING DEPARTMENT

**Belvidere City Hall
401 Whitney Blvd., Suite 400
Belvidere, Illinois 61008**

FOR OFFICE USE ONLY

_____ Preliminary

_____ Final

| | | |
|---------------------|------------------|---------------------|
| | Belvidere | Boone County |
| Case Number _____ | PZC Date _____ | BCPC Date _____ |
| Filing Date _____ | BPZ Date _____ | PZB Date _____ |
| Zone District _____ | CC Date _____ | CB Date _____ |
| | CC Date _____ | |

PLEASE PRINT IN BLACK INK OR TYPE

1) Applicant Name: _____

Mailing Address: _____
_____ Zip: _____

Daytime Phone: _____ Fax: _____

2) Property Owner Name: _____

Mailing Address: _____
_____ Zip: _____

Daytime Phone: _____ Fax: _____

3) Surveyor/Engineer Name: _____

Mailing Address: _____
_____ Zip: _____

Daytime Phone: _____ Fax: _____

4) Attorney Name: _____

Mailing Address: _____
_____ Zip: _____

Daytime Phone: _____ Fax: _____

5) Project Manager: In order to reduce confusion, planning staff requests one contact person be designated to discuss issues concerning this petition.

Name: _____

Mailing Address: _____
_____ Zip: _____

Daytime Phone: _____ Fax: _____

6) Proposed Name of Subdivision: _____

7) Property Location: _____

Parcel Identification Number: _____ Section: _____ Twp: _____
Range: _____ Other (attached) _____ Twp. Name: _____

8) Proposed Use(s): _____ Present Zoning: _____
Proposed Zoning: _____ # of Lots: _____ Area of Parcel: _____

9) Are you proposing deed restrictions? _____ Yes _____ No If yes, please attach copy.

10) For residential subdivisions, indicate total number of proposed:

Single-Family: _____ Two-Family: _____ Multi-Family: _____
Indicate total dwelling units of all Multi-Family : _____

11) Your proposed single-family, multi-family, or mobile home plat must comply with the Land/Cash Ordinance adopted by Belvidere / Boone County. Please indicate when you plan to pay the required fee.

_____ At time of final plat approval.

_____ At time of securing building permit for each residential unit. (Applicant must sign "Exhibit B, Agreement", attached to this application)

12) What type of sewage disposal do you propose? _____

13) List all proposed improvements and utilities. State your intention to install or post a guarantee prior to actual installation.

| | Improvement | Installation | Guarantee |
|----|-------------|--------------|-----------|
| a. | _____ | _____ | _____ |
| b. | _____ | _____ | _____ |
| c. | _____ | _____ | _____ |

14) List other materials submitted with this application.

| | Item | Number |
|----|-------|--------|
| a. | _____ | _____ |
| b. | _____ | _____ |
| c. | _____ | _____ |

NOTE: The "Endangered Species Act" entitles the Illinois Department of Natural Resources (IDNR) to review all platting applications for their impact on endangered or protected species. Illinois law allows thirty (30) days for their response. The Applicant is responsible for contacting the IDNR, One Natural Resources Way, Springfield, IL 62702.

The "National Historic Preservation Act" entitles the Illinois Historic Preservation Agency to review all platting applications for their impact on cultural or historical resources if the proposed development involves State or Federal funding. Illinois law allows thirty (30) days for their response.

The applicant is responsible for contacting the Illinois Historic Preservation Agency at (1-217-782-4836).

DECLARATION

I, the applicant, of the above legally described property on which the plat of subdivision is proposed, has provided answers to the questions herein that are true to the best of my knowledge. I have been granted permission by the property owner(s) of the above legally described property to apply for a plat of subdivision on said property.

By virtue of my application for a plat of subdivision, I do hereby declare that the appropriate appointed and elected officials responsible for the review of my application are given permission to visit and inspect the property proposed for plat of subdivision in order to determine the suitability of the request.

Applicant Signature: _____ Date Signed: _____

Owner(s) Signature: _____ Date Signed: _____
_____ Date Signed: _____

STAFF SIGNATURE: _____ Date Signed: _____

Filing Fee - Amount Paid: _____ Check Number: _____

FILING PROCEDURE

- A. This form, ten (10) full size copies, and one (1) 11" x 17" copy of each page of the plat shall be filed with this application. Reduction must be readable. All plats must be filed in the Planning Department at the time of application submittal.
- B. Submit this form and supporting information accompanied by an application fee (make check payable to the Boone County Treasurer). See the attached fee schedule.
- C. City of Belvidere Applicants must appear before the Belvidere Planning & Zoning Commission, Building, Planning and Zoning Committee, and the Belvidere City Council.

Boone County Applicants must appear before the Boone County Regional Planning Commission, and the Planning, Zoning and Building Committee for preliminary plats. For final plats, Boone County applicants must appear before the Planning, Zoning and Building Committee and the Boone County Board. Boone County Applicants must also appear before the Joint Planning Commission for preliminary plats on land located within 1.5 miles of Belvidere.

Additional fees for City plats with public improvements.

-Preliminary plat submittals require an Engineering Review fee based on the following:

1 - 5 lots: \$375 flat fee

6 or more lots: \$75/lot

-Final plat submittals require a 3% inspection fee paid prior to the approval and release of the construction plans by the Director of Public Works. The inspection fee is based on the public improvement construction estimate.

Checks for *subdivision filing fees* for city and county plats are to be made out to *the Boone County Treasurer* and shall be submitted to the Planning Department. Checks for *City Engineering Review fees* are to be made out to the *City of Belvidere* and shall be submitted to the Public Works Department.