

APPENDIX I
FORMS

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CERTIFICATE AND EASEMENT LANGUAGE

Contained herein are appropriate certificates of approval to be indicated, where applicable, on all Final Plats. Said certificates shall be included in the following order:

Surveyor's Certificate

This is to certify the I, _____, an Illinois Professional Land Surveyor, have surveyed the following described property:

(Legal Description)

as shown by the attached plat, which is a correct representation of said survey and subdivision. All distances are given in feet and decimal parts thereof. I further certify that a) ____ Part of this property covered by this plat or subdivision is within one and one-half 1-1/2 miles of the corporate limits of an incorporated city, town or village; b) ____ Part of the property covered by this plat or subdivision is located within a special flood hazard area as identified by the Federal Emergency Management Agency.

Dated at _____, Illinois this ____ day of _____, 20____.

(Illinois Professional Land Surveyor)

Number: _____

Owner's Certificate

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

This is to certify that _____ is/are the owner of the land described in the foregoing surveyor's certificate and has caused the same to be surveyed, subdivided and platted as shown by the annexed plat for the uses and purposes therein set forth as allowed and provided by statute, the subdivision to be known as " _____ ", _____ TOWNSHIP, OGLE COUNTY, ILLINOIS" and does hereby acknowledge and adopt the same under the aforesaid style and title.

Dated at _____, Illinois this ____ day of _____, 20____.

By: _____
(Owner[s])

Attest: _____

Notary Certificate

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

I, _____, a Notary Public in and for the aforesaid State and County, do hereby certify that _____, personally known to me to be the person(s) whose name(s) is/are subscribed to the foregoing certificate, appeared before me this day in person and acknowledged the execution of the annexed plat and accompanying instruments for the uses and purposes therein set forth as his/her or their voluntary act.

Given under my hand and Notarial Seal this ____ day of _____, 20____ .

(Notary Public)

My Commission Expires _____

School District Certificate

This is to certify that, to the best of my knowledge, the property described in the foregoing surveyor's certificate, which will be known as " _____ ", _____ TOWNSHIP, OGLE COUNTY, ILLINOIS", is located within the boundaries of the following school district: _____ .

(Owner[s])

Certificate of Approval by Municipality

Applicable when subdivision falls within 1-1/2 miles of a municipality having a recorded comprehensive plan; wording shall be as follows or as otherwise required by the municipality's ordinance.

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

Accepted and approved by the City Council (Village Board) of the City (Village) of _____, Ogle County, Illinois, this ____ day of _____, 20____ .

(Mayor/President)

(City/Village Clerk)

Health Department Certificate

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

Accepted and approved this ____ day of _____, 20____ .

(Ogle County Health Administrator)

(Ogle County Health Department Supervising Sanitarian)

County Clerk Certificate

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

I, _____, County Clerk of Ogle County, Illinois, do hereby certify that there are no delinquent general taxes, no unpaid current taxes or special assessments, no unpaid forfeited taxes, and no redeemable tax sales against any of the land included in the plat. I further certify that I have received all statutory fees in connection with the plat.

Given under my name and seal of the County Clerk at Oregon, Illinois, this ____ day of _____, 20____ .

(County Clerk)

Planning and Zoning Committee Certificate

Approved by the Planning and Zoning Committee of the Ogle County Board this ____ day of _____, 20____ .

(Chairman)

Attest: _____
(Planning & Zoning Administrator)

County Board Certificate of Approval

Approved by the Ogle County Board this ____ day of _____, 20____ .

(Chairman)

Illinois Department of Transportation Roadway Access Certificate

This plat has been approved by the Illinois Department of Transportation with respect to roadway access pursuant to 765 ILCS 205/2. However, a highway permit for access is required of the owner of the property prior to construction within State rights-of-way. A plan that meets requirements contained in the Department's "Policy on Permits for Access Driveways to State Highways" will be required by the Department.

(District Engineer)

Ogle County Highway Department Roadway Access Certificate

This plat has been approved by the Ogle County Highway Department with respect to roadway access pursuant to 765 ILCS 205/2. However, a highway permit for access is required of the owner of the property prior to construction within the County rights-of-way.

(County Engineer)

Township Highway Commissioner Roadway Access Certificate

This plat has been approved by the _____ Township Highway Commissioner with respect to roadway access pursuant to 765 ILCS 205/2. However, a highway permit for access is required of the owner of the property prior to construction within the Township rights-of-way.

(Township Highway Commissioner)

Public Improvements Certificate of Approval

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

I, _____, County Engineer of Ogle County hereby certify that all streets and drainage structures have either been built as required, or have been provided for in approved improvement plans as required per Section 3.06 of the Ogle County Subdivision Regulations and/or Section 1200.0 of the Ogle County Comprehensive Stormwater Management Ordinance this ____ day of _____, 20__, A.D.

(County Engineer)

Plat Officer Certificate

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

Accepted and approved this ____ day of _____, 20__ .

(Plat Officer)

Recorder's Certificate

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

This instrument No. _____ was filed for record in the Recorder's Office of Ogle County, Illinois on the ____ day of _____, 20__, at _____ o'clock __ . m.

(County Recorder)

CERTIFICATE REQUIRED ON IMPROVEMENT PLANS

The following certificate shall be indicated on all improvement plans submitted as a requirement for final approval of a plat of subdivision and/or planned development:

Topographic and Profile Study Certificate

STATE OF ILLINOIS)
) SS
COUNTY OF OGLE)

To the best of our knowledge and belief, the drainage of surface waters will not be changed by the construction of such subdivision or any part thereof, or that if such surface water drainage will be changed, reasonable provision has been made for the collection and diversion of such surface waters into public areas, or drains which the subdivider has a right to use, and that such surface waters will be planned for in accordance with generally accepted engineering practices so as to reduce the likelihood of damage to the adjoining property because of the construction of the subdivision.

Dated this ____ day of _____, 20____ .

(Engineer)

(Certificate No.)

(Owner or Attorney)

UTILITY EASEMENT

A permanent non-exclusive easement is hereby reserved for and granted to the County of Ogle, (hereinafter “the Grantee”), and to all public utility and other companies of any kind operating under franchise granting them rights from the Grantee, including, but not limited to the following companies: General Telephone and Electronics Company, Commonwealth Edison Company, and Northern Illinois Gas Company and to their successors and assigns in, upon, across, over, under and through the areas shown by dashed lines and labeled “Utility Easement” on this plat of subdivision, or where otherwise noted in the above legend for the purpose of installing, constructing, inspection, operation, replacing, renewing, altering, enlarging, removing, repairing, cleaning and maintaining electrical, cable television, communication, gas, telephone or other utility lines and appurtenances, and such other installations and service connection as may be required to furnish public utility services to adjacent areas, deem necessary, together with the right of access across the real estate platted hereon for the necessary personnel and equipment to do any or all of the above work. No buildings or trees shall be placed on said easements, but the premises may be used for gardens, shrubs, landscaping, and other purposes that do not then or later interfere with the aforesaid uses and rights. Fences shall not be erected upon said easements in any way which will restrict the uses herein granted except where specifically permitted by written authority of the Grantee. The right is also hereby granted to the Grantee to cut down, trim or remove any trees, fences, shrubs, or other plants that interfere with the operation of or access to said utility installation in, on, upon, across, under or through said easements. The Grantee shall not be responsible for replacement of any such improvements, fences, gardens, shrubs or landscaping removed during exercise of the herein given rights. Replacement of items so removed shall be the responsibility of the then lot owner.

DRAINAGE EASEMENT

A permanent non-exclusive easement is hereby reserved for and granted to (Name of Homeowner’s Association) (hereinafter “the Grantee”), and to its successors and assigns in, upon, across, over, under and through the areas shown by dashed lines and labeled “Drainage Easement” on this plat of subdivision, or where otherwise noted in the above legend for the purpose of installing, construction, inspecting, operating, replacing, renewing, altering, enlarging, removing, repairing, cleaning and maintaining storm sewers, drainageways, stormwater detention and retention facilities, subsurface drainage systems and appurtenances and any and all manholes, pipes, connections, catch basins, and without limitations, such other installations as the Grantee may deem necessary, together with the right of access across the real estate platted hereon for the necessary personnel and equipment to do any or all of the above work.

In furtherance of the foregoing affirmative rights, the following covenants shall run with said land in perpetuity:

- No buildings shall be placed on said drainage easements;
- No trees or shrubs shall be placed on said drainage easements, but the premises may be used for landscaping, and other purposes that do not then or later interfere with the aforesaid uses and rights;
- There shall be no dredged or fill material placed upon said drainage easements; and,
- Fences shall not be erected upon said drainage easements in any way which will restrict the uses herein granted.

The right is also hereby granted to the Grantee to remove any buildings or structures, to cut down, trim or remove any trees, fences, shrubs or other plants that interfere with the operation of or access to such drainage facilities in, on, upon, across, under or through said drainage easements.

The Grantee shall not be responsible for replacement of any such buildings, structures, improvements, fences, gardens, shrubs or landscaping removed during exercise of the herein given rights. Replacement of items so removed shall be the responsibility of the then lot owner.

Where drainage easement areas are also used for electric, telephone, cable TV, or gas distribution systems or components, such other utility installations shall be subject to the prior approval of the County of Ogle so as not to interfere with the maintenance of gravity flow and stabilization of vegetative ground cover on the above-mentioned drainage facilities.

LANDSCAPING EASEMENT

A landscaping easement is hereby reserved for and granted to said _____ and to its successors and assigns, and is restricted to the placement of trees, shrubs, bushes, lawns, and other forms of vegetation. No permanent buildings or structures shall be constructed or maintained on, across, over or through said "Landscaping Easement" nor shall such vegetation be removed, except to replace dead or diseased vegetation of like species, without the written authority of the County of Ogle. Nothing contained in this paragraph shall preclude the exercise of rights hereinabove granted for utility easements.

SIGN EASEMENT

Use of the areas shown by dashed lines on the plat and marked "Sign Easement" is hereby reserved for and granted to _____ and to its successors and assigns, and is restricted to the placement of identification signs. No buildings or structures except such signs hereby permitted shall be constructed or maintained on, across, over or through said "Sign Easement". Nothing contained in this paragraph shall preclude the exercise of rights hereinabove granted for utility easements.

CONDITIONS COMMON TO ALL EASEMENTS

It is expressly understood that the aforementioned easement: The Utility Easement, the Drainage Easement, the Landscaping Easement and the Sign Easement exist by virtue of the authority granted to counties in *Illinois Compiled Statutes*, Chapter 55, Paragraph 5/5-1041 (1998), *Illinois Compiled Statutes*, Chapter 55, Paragraph 5/5-1049 (1998) and other relevant state laws, rules and regulations in force and in effect at the time of the submission of this plat to the County of Ogle for approval.

It is further understood that nothing contained herein in any grant or dedication of any easement is intended, nor shall be construed, to give rise to any duties or liabilities on behalf of the County of Ogle of any Department or Division thereof, which is not authorized and required by law. In the event that any lot owner or owners do not adequately maintain the stormwater detention, drainage and subsurface drainage facilities, or any facility or condition mentioned in any of the aforementioned easements, to the extent permitted by law, Ogle County may provide at its' sole discretion such construction, maintenance and/or repair it deems necessary or desirable in the public interests or take any such other action incidental to the purposes enumerated in the aforementioned easements. To that end, Ogle County is hereby granted the privilege of necessary access through and upon the premises of each and every block, lot and parcel in the subdivision for the purpose of effectuating the aforementioned construction, maintenance, repair or other work incidental to any purpose enumerated in the aforementioned easements.

Each and every lot owner in the subdivision shall hold the County of Ogle harmless for any and all claims for damages arising out of the County of Ogle's performing any of the aforementioned construction, maintenance, repair or any work incidental to any purpose enumerated in the aforementioned easements; and shall jointly indemnify, defend or incur all cost of defense of the County of Ogle, its' officials, agents, servants and employees, from the payment of any sums of money to any person whomsoever on account of all claims, actions or suits growing out of any injury from or in any way attributable to, the County of Ogle performing any of the aforementioned. To the extent permitted by law, each and every lot owner within the subdivision shall be jointly liable for the cost of any construction, maintenance, repair or any other action incidental to any purpose enumerated in the aforementioned easements performed by the County of Ogle and shall reimburse the County of Ogle upon written demand. In the event of a failure to so reimburse, to the extent permitted by law, the costs of any construction, maintenance, repair or other work performed by the County of Ogle shall give rise to a lien on each and every lot within the subdivision and against each and every lot owner therein in favor of the County of Ogle. Such lien may be perfected by recordation of same.

It is further expressly understood that there shall be no alteration of existing drainage at any time without the express written approval of the County of Ogle, unless otherwise authorized by law.

No amendment, modification, revocation or extinguishment of any of the aforementioned easements or any of the conditions or purposes contained therein is effective, without the express written approval of the County of Ogle, by and through its agent, the Ogle County Plat Officer, his agent, or successor in office. Each and every grant of easement or other dedication contained herein in this Plat of Subdivision to the County of Ogle is dedicated for the benefit of both the public generally and the residents of the subdivision specifically. The grantor expressly acknowledges that each and every easement is granted knowingly and voluntarily for the purposes stated herein and that only those dedications intended to benefit the residents of the subdivision specifically and uniquely are required by the County.

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IRREVOCABLE COMMERCIAL LETTER OF CREDIT

Ogle County Engineer
Ogle County Highway Department
1989 S. IL Route 2
Oregon, IL 61061

Irrevocable Commercial Letter of Credit

Dear Sir:

We hereby establish our irrevocable letter of credit in favor of _____
_____ (being all of the beneficiaries under a certain trust agreement dated _____
_____ and known as _____ hereinafter called Owner and/or
Developer); or the County of Ogle, a municipal corporation of the State of Illinois, in the amount of _____
_____ Dollars. We understand that this irrevocable credit is to be used to
construct the following improvements in the development known as _____
_____ .

(SEE ATTACHED SCHEDULE OF IMPROVEMENTS AND ESTIMATED COSTS)

We shall make payouts from this irrevocable commitment as follows:

If we have not been notified by the Ogle County Highway Department 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 from the owner, the submission of proper lien waivers from the contractors engaged in such work, and the certificate by the County Engineer that such work has been properly completed; provided, however, that we shall withhold from each payment made under sworn statement(s) or order(s) an amount equal to ten percent (10%) thereof until all improvements have been completed except final surfacing of streets and sidewalks, at which time the 10% sum withheld shall be disbursed less a sum equal to one hundred and twenty percent (120%) of the cost of the final surfacing of the streets, which sum shall be finally disbursed when that 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:

(SEE ATTACHED SCHEDULE OF IMPROVEMENTS AND ESTIMATED COSTS)

If we receive notice in writing from the Ogle County Highway Department 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 notice indicates that the owner and/or developer has been notified that the Ogle County Highway Department 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 the Ogle County Highway Department.

The irrevocable letter of credit established by us shall be in force for a period of two and one-half (2-1\2) years and shall remain in effect without regard to any default in payments of sums owed 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 letter of credit, we shall notify the Ogle County

Highway Department, 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 Ogle County Highway Department may, at its option, continue drawing funds as otherwise provided for an additional period of twelve (12) months. It is recognized that the Ogle County Highway Department is granting the owner and/or developer the permission to proceed with the development project 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.

By: _____

Title: _____

INDIVIDUAL SUBDIVIDER'S BOND

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, _____
_____ (being all of the beneficiaries under a certain trust agreement dated _____
_____ and known as _____) of the State
of Illinois, is held and firmly bound unto the County of Ogle, Illinois, in the penal sum of _____
_____ dollars, lawful money of the United States of America, for the payment
of which, well and truly to be made, it binds itself, and successors and assigns, jointly severally and firmly
by these presents.

WITNESS its seal this ____ day of _____, 20____ .

The condition of this obligation is such that whereas the undersigned obligator has caused a certain parcel
of land located and to be designated as _____ .
WHEREAS, the undersigned has submitted to the Ogle County Planning and Zoning Committee of the
County of Ogle, Illinois, a preliminary plat of said land to be subdivided, and

WHEREAS, the undersigned is desirous of assuring the County of Ogle, Illinois, the County Engineer of said
County of Ogle, Illinois, the Plat Officer of said County of Ogle and/or the Ogle County Planning and Zoning
Committee that the undersigned will complete the construction of the improvements in _____
_____ as indicated in the plat of said subdivision, all in
accordance with the ordinance of the County of Ogle relating thereto, said improvements and estimated cost
thereof being as follows:

(SEE ATTACHED SCHEDULE OF IMPROVEMENTS AND ESTIMATED COSTS)

WHEREAS, the undersigned is now desirous of securing the final approval from the Planning and Zoning
Committee, the County Engineer and the Plat Officer of the County of Ogle, Illinois of _____
_____ submitted to said Committee.

NOW, THEREFORE, if the undersigned shall, within two years from date hereof, construct and install in the
_____, the improvements in accordance with the plat of said
subdivision and the ordinance of the County of Ogle, relating thereto (except as revisions thereof may be
permitted by written authorization of the County Engineer and/or Plat Officer of the County of Ogle, Illinois,
or Planning and Zoning Committee), then this obligation would be void, otherwise to remain in full force and
effect and in the event the undersigned shall fail to complete the said improvements to be included in said
_____. In accordance with said plat and the ordinance of the
County of Ogle relating thereto as aforesaid within the period herein specified, the estimated sum or cost of
such improvements yet remaining to be completed at the conclusion of said period of one year from date
hereof, not to exceed the penal sum heretofore stated, shall be the penal sum under this bond and shall be
immediately due and payable to the County of Ogle, Illinois, as liquidated damages for the failure of the
undersigned to make and perform the covenants and agreements hereinabove set forth on its part to be made
and performed.

And said obligator appoints any attorney of any court of record to appear for it in any court of record in term
time or vacation, at any time after _____ From the date hereof, and
waive service of process, and confess a judgment against it or in favor of said County of Ogle, for the amount
of the penal sum under this bond, together with costs, including reasonable attorney fees, and consent to
immediate issue of execution on the judgment as confessed, and waive all errors in rendition thereof.

State of Illinois)
)
County of Ogle)

I, the undersigned, a Notary Public in and for the County and State aforesaid, DO HEREBY CERTIFY that _____, personally known to me to be the same persons who subscribed the foregoing instrument appeared before me this day in person and acknowledged that they signed, sealed and delivered said instrument as their free and voluntary act for the uses and purposed set forth.

Given under my hand and Notarial Seal this ____ day of _____, 20 ____ .

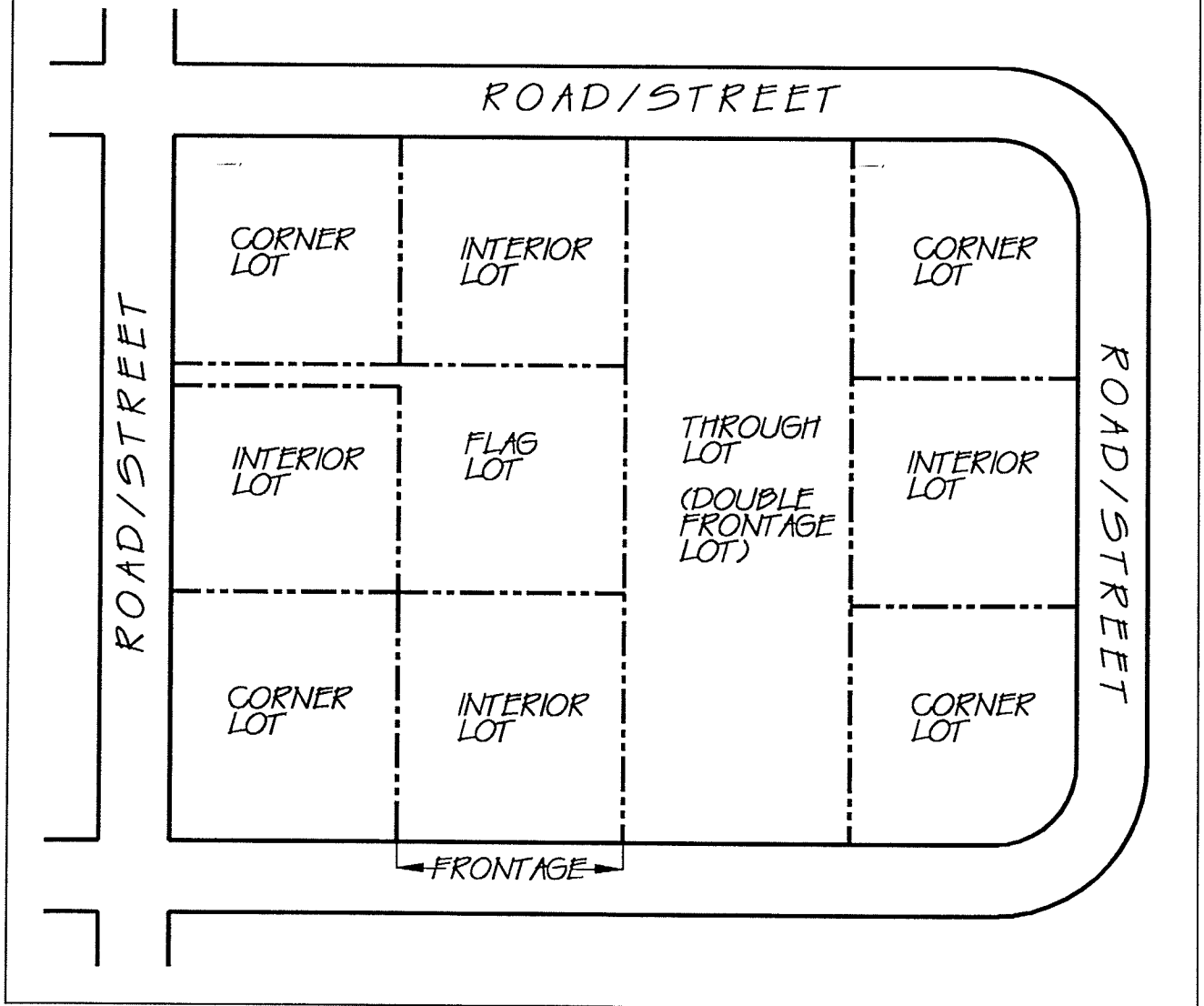
(Notary Public)

My Commission Expires _____

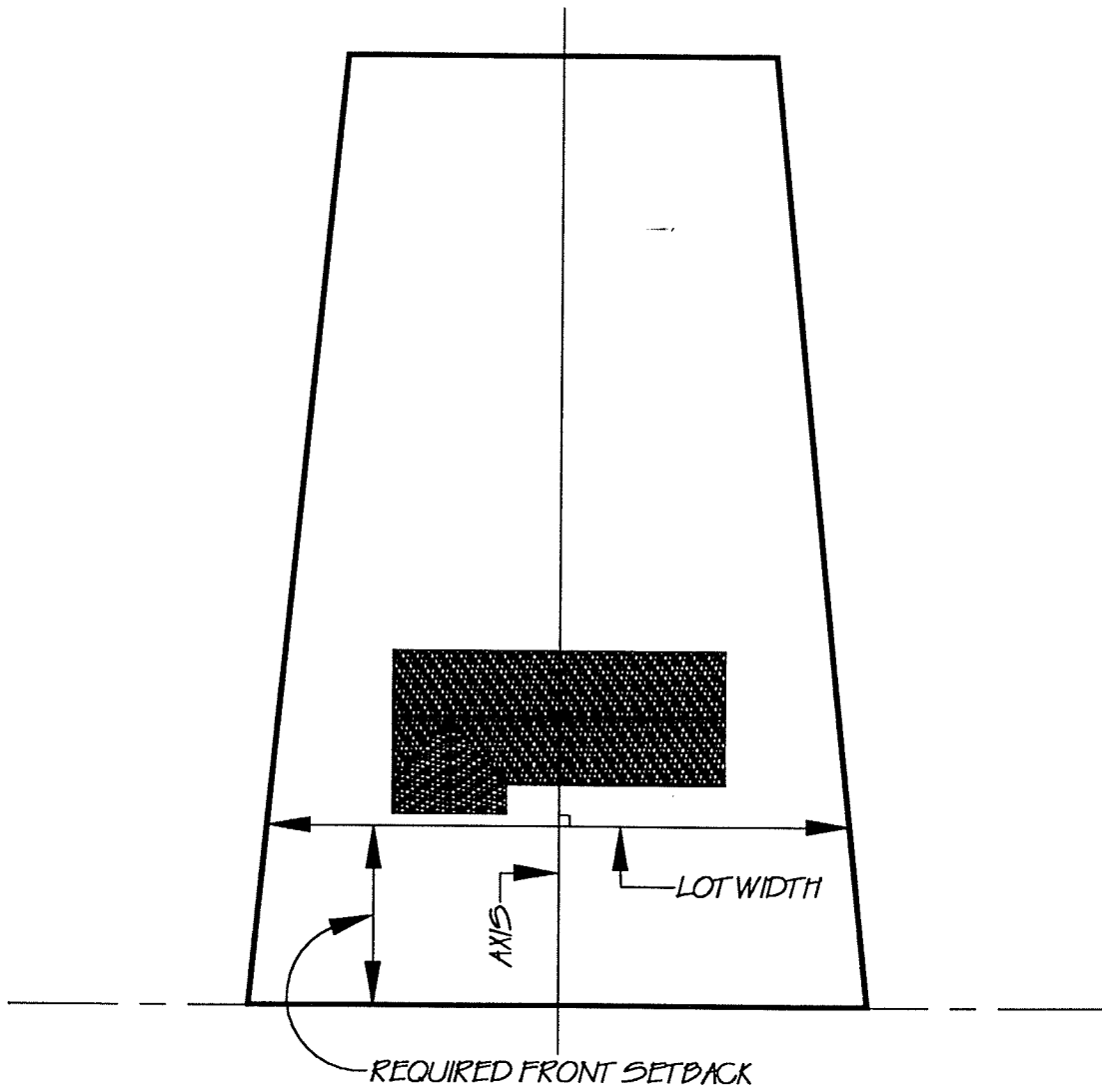
**APPENDIX II
ILLUSTRATIONS**

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Lot Types

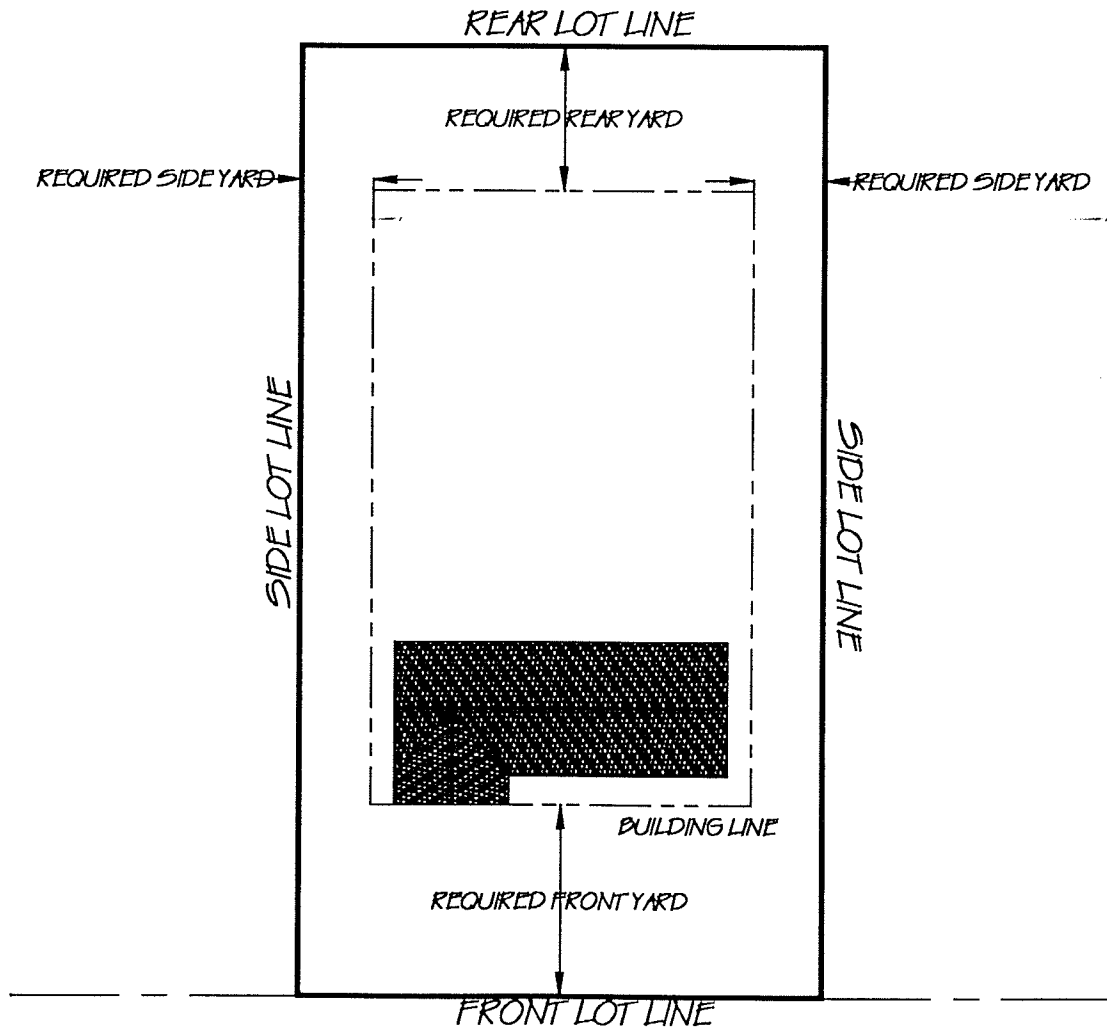


Lot Width



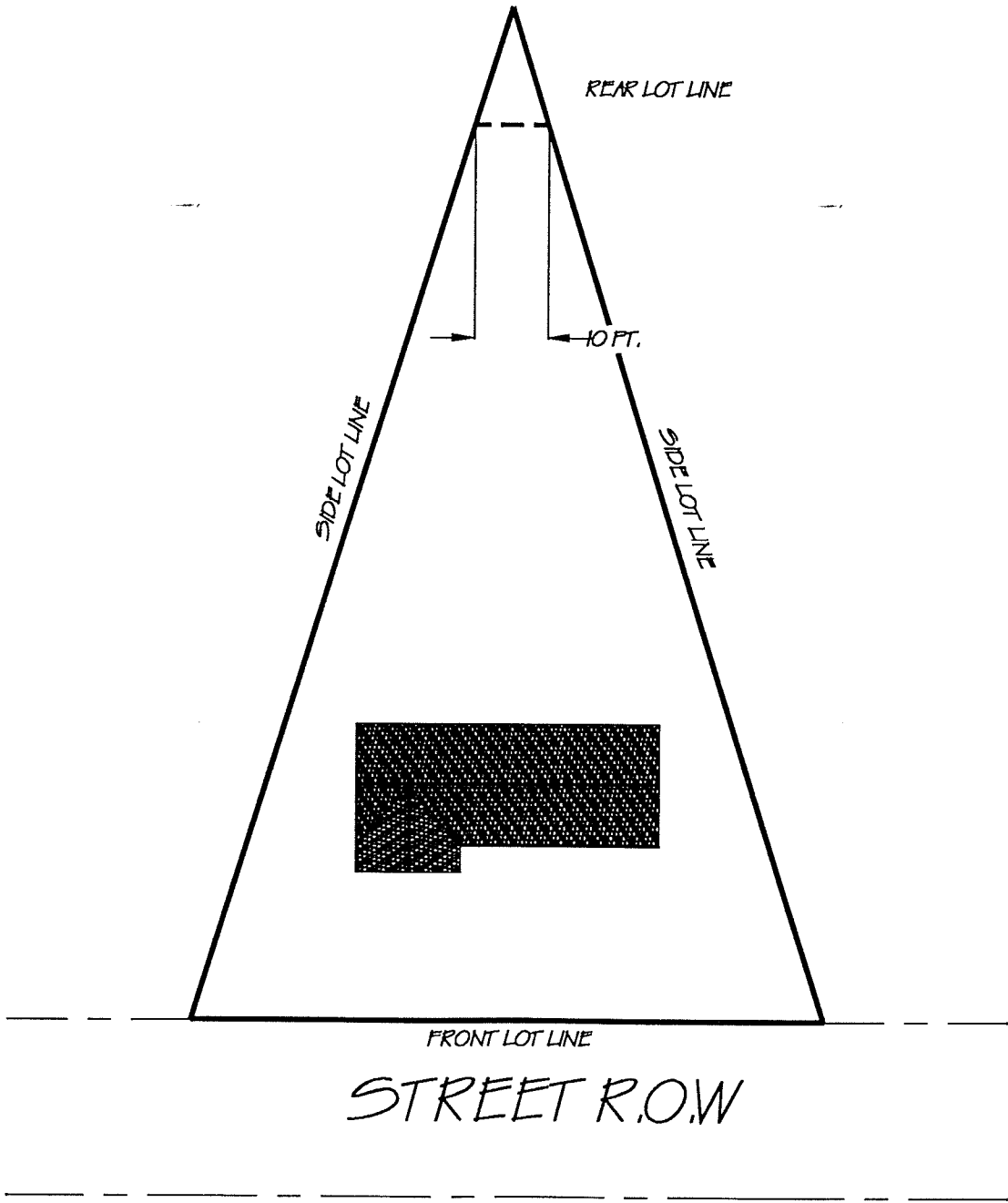
STREET R.O.W

Lot Lines, Yard Areas

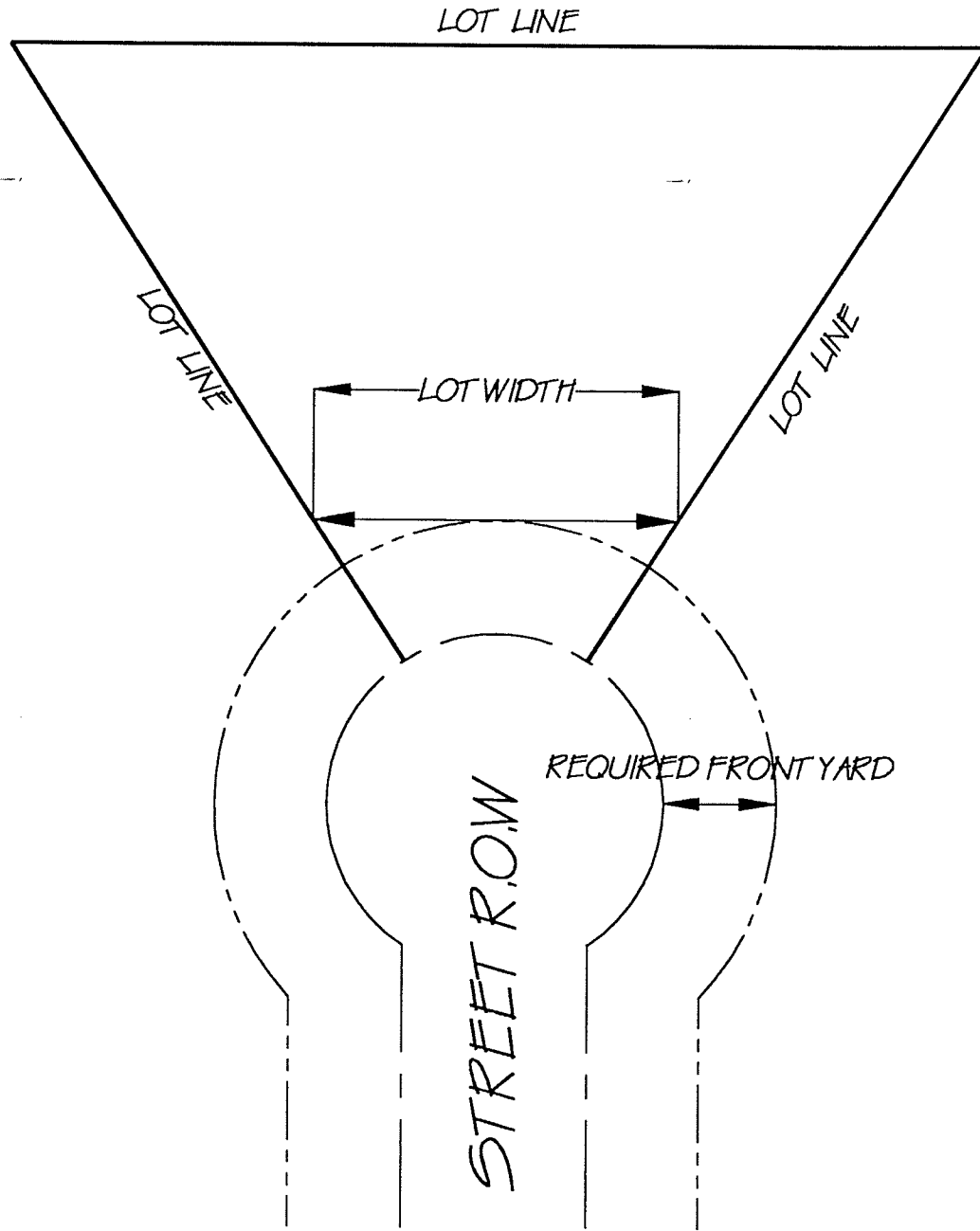


STREET R.O.W

Rear Lot Line



Lot Width, Cul-De-Sac Lot



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APPENDIX III
SKETCH PLAT APPLICATION FOR APPROVAL AND CHECKLIST
PRELIMINARY PLAT APPLICATION FOR APPROVAL AND CHECKLIST
FINAL PLAT APPLICATION FOR APPROVAL AND CHECKLIST

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OGLE COUNTY PLANNING & ZONING DEPARTMENT

911 W. Pines Rd.
Oregon, IL 61061
(815) 732-1190
Fax: (815) 732-3709

**SKETCH PLAT
APPLICATION FOR APPROVAL AND CHECKLIST**

Subdivision Name: _____

Parcel Identification Number(s): _____

Location (1/4 Section, Township, Range): _____

Existing Zoning: _____

Proposed Zoning (if applicable): _____

Owner(s): _____

Address/Telephone #: _____

Applicant/Authorized Agent: _____

Address/Telephone #: _____

Surveyor/Engineer: _____

Address/Telephone #: _____



Five (5) copies of a Sketch Plat shall be submitted to the Plat Officer, including sufficient spatial analysis to indicate the following (existing and proposed conditions within one hundred feet [100'] of the tract):

- Topography, at a minimum ten foot (10') contour interval with significant slopes designated.
- Wooded and natural areas.
- Wetlands, bodies of water and other conspicuous low areas subject to flooding.
- Drainage patterns with all high and low elevation sites designated.
- Existing interior adjacent roadways, or other public ways, railroad and utility rights-of-way, parks or other public open spaces within one hundred (100) feet adjacent to the site.
- Buildings, barns, bridges and other existing structures.
- Neighborhood land uses, political boundaries, known taxing districts, municipal planning boundaries, present zoning and planned uses according to local government plans.
- Names of adjacent subdivisions and the owner(s) of adjacent subdivided and unsubdivided property as well as conditions of adjacent property which may affect the proposed development.
- Proposed layout of roads, and land uses and general pedestrian circulation.
- Proposed dedication and reservation, school sites, park sites, open space and natural area, and stormwater management facilities.
- The boundaries of each soil type and identification of soil types by their name and number according to the Ogle County Soil Survey classification system provided by the U.S.D.A. Natural Resources Conservation Service (formerly the Soil Conservation Service).
- A legend of each soil type listed according to their limitations as set forth in the Ogle County Soil Survey and according to their category as set forth in the Ogle County Health Code.
- A north arrow and scale.
- Name of Subdivision.* A subdivision shall not be valid nor entitled to be recorded if the record name, or part thereof, of said subdivision is the same as, duplicates, closely approximates or is similar to or pronounced the same as the name of any previously approved subdivision within the County. A subdivision name or part thereof shall be considered as duplicating, closely approximating, similar to or pronounced the same as the name of an existing subdivision name if it contains a proper, historical, geographical, locational, mythological, famous, fictitious, or personal name, words, or combination thereof which is the same as, similar to or pronounced the same as a word in the name of any other previously approved subdivision within the County. If in the event the Committee determines that the subject subdivision name duplicates, closely approximates, is similar to or is pronounced the same as the name of an existing subdivision name, then the Committee shall require the subdivider or developer to propose an alternative name or names.
- Site information including, but not limited to, the total number of acres, the acreage in lots, acreage in rights-of-way, acreage in open space and the existing and proposed zoning (if applicable).
- Location by township, range, section and property index number.
- A location map at a scale of not less than one inch equals one thousand feet (1" = 1,000') showing the relationship of the subdivision to its surroundings within a one-half (½) mile including section lines, collector and arterial roads.
- Names, addresses and telephone numbers of the subdivider and owner.
- Names, addresses and telephone numbers of the site planner, designer, landscape architect, engineer or surveyor who prepared the subdivision layout.



- A general statement of the proposed method of stabilization to prevent soil erosion prior to and during construction.
- Legal description of the land proposed to be subdivided.
- Certification of ownership of the land proposed to be subdivided. Where the subdivider does not own such land, written notarized permission from the owner shall be provided authorizing the development of such land under the provisions of this Ordinance.
- Any other information requested by the Planning & Zoning Administrator.

I, _____, certify that all information presented herewith is complete and accurate.

Signature of Applicant

Date

Signature of Applicant

Date



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OGLE COUNTY PLANNING & ZONING DEPARTMENT

911 W. Pines Rd.
Oregon, IL 61061
(815) 732-1190
Fax: (815) 732-3709

**PRELIMINARY PLAT
APPLICATION FOR APPROVAL AND CHECKLIST**

Subdivision Name: _____

Parcel Identification Number(s): _____

Location (1/4 Section, Township, Range): _____

Existing Zoning: _____

Proposed Zoning: _____

Owner(s): _____

Address/Telephone #: _____

Applicant/Authorized Agent: _____

Address/Telephone #: _____

Surveyor/Engineer: _____

Address/Telephone #: _____



The developer shall prepare and submit to the Plat Officer six (6) copies of a preliminary plat. Such preliminary plat may be submitted after receipt of the Plat Officer's report on the sketch plat, if a sketch plat was submitted. The preliminary plat shall be any scale from one inch equals twenty feet (1" = 20') through one inch equals one hundred feet (1" = 100'), so long as the scale is an increment of ten feet (10'), shall be on a not larger than thirty inches by thirty six inches (30" x 36") sheet, folded to approximately nine inches by twelve inches (9" x 12") and shall contain the following information:

- All information required in Section 14-3-3 of the *Land Subdivision Regulations* (Sketch Plat) if no sketch plat has been submitted.
- A key map showing the tract and its relation to the surrounding area. The boundaries of the plat must be surveyed and certified by an Illinois professional land surveyor. Distances shall be to one-hundredth of one foot (0.01') and angles shall be to one-half (½) minute. If considered necessary, the Plat Officer may require the surveyor to submit his calculations and field notes.
- A north arrow and graphic scale.
- Name of Subdivision.* A subdivision shall not be valid nor entitled to be recorded if the record name, or part thereof, of said subdivision is the same as, duplicates, closely approximates or is similar to or pronounced the same as the name of any previously approved subdivision within the County. A subdivision name or part thereof shall be considered as duplicating, closely approximating, similar to or pronounced the same as the name of an existing subdivision name if it contains a proper, historical, geographical, locational, mythological, famous, fictitious, or personal name, words, or combination thereof which is the same as, similar to or pronounced the same as a word in the name of any other previously approved subdivision within the County. If in the event the Committee determines that the subject subdivision name duplicates, closely approximates, is similar to or is pronounced the same as the name of an existing subdivision name, then the Committee shall require the subdivider or developer to propose an alternative name or names.
- Name of Proposed Roads.* Road names shall not be used which will duplicate, or too closely approximate phonetically, the name of any other road or subdivision in the County. Roads that are extensions of, or in obvious alignment with existing roads shall bear the name of said existing roads. The name of the primary collector road of a subdivision shall, if possible, be the same as or similar to the name of said subdivision. A separate name and/or directional designator may be required for each segment of a road that changes direction 45 degrees or more (as measured from the centerline right-of-way). The Ogle County Board shall have final authority to designate the name of the roads.
- Names, addresses and telephone numbers of the owner, the subdivider, the person(s) preparing the plat and the engineer and land surveyor who will design improvements for and survey the tract or such part thereof as is proposed to be subdivided.
- Existing conditions on and within one hundred feet (100') of the tract (unless a greater distance is required for review):
 - Topographic data, including contours at vertical intervals of not more than two feet (2') with reference to U.S.G.S. datum or at a more frequent interval if required by the Plat Officer for unusual topography.
 - Location, width and names of all existing platted roadways or other public ways, railroad and utility rights-of-ways, parks and other public open spaces, permanent buildings or structures and section and municipal corporation lines.



- Location of all existing farm and storm drainage tiles shall be required and shall be located by means of slit trenching and hand probing by persons qualified to do such work. Procedural guide to conducting the required tile investigation is found at Appendix II. All existing drain tile lines encountered during the investigation shall be repaired and/or upgraded to function properly. The developer shall provide the Plat Officer five (5) copies of a topographical boundary map showing the following:
 - (1) Location of each slit trench and each trench identified to correspond with the tile investigation reports.
 - (2) Location of each drain tile with a flow direction arrow and tile size.
 - (3) A summary of the tile investigation report showing trench identification number, tile size, material and quality percentage of tile filled with water, percentage of restricted siltation, depth of ground cover and soil texture at grade.
 - (4) Name, address and telephone number of person(s) conducting the tile location investigation.
- Existing zoning classifications on and adjacent to the tract.
- Water courses including base flood elevations certified by either the Illinois State Water Survey, the Illinois Department of Transportation, Illinois Department of Natural Resources, U.S. Army Corps of Engineers or other such State or Federal agency as may be required, natural and man-made retention/detention areas and any other areas within the tract subject to inundation by storm water. Any Federal Emergency Management Agency designated flood fringe and flood way areas shall be delineated, including the flood zone designation.
- Wetlands, ponds and surface seeps.
- Soil mapping, based upon the on-site determination of soil characteristics, shall be prepared by a certified soils classifier recognized by either the Illinois Soil Classifiers Association (ISCA) or the American Registry of Certified Professionals in Agronomy, Crops, and Soils (ARCPACS). The soil map and accompanying report shall be used to preliminarily determine the soil suitability for on-site waste disposal systems and/or buildings with basements. Final determination of soil suitability for on-site waste disposal shall be made by the Ogle County Health Department. Soil mapping shall be conducted in accordance with Section 14-3-4B7h of the *Land Subdivision Regulations*. The signature of the soil classifier must be affixed to the soil map, the report and the preliminary plat.
- Railroads, bridges, culverts, storm sewers, sanitary sewers, easements of record, existing buildings including use or other identified improvements that are to remain, and significant natural features such as wooded areas, rock formations and scenic vistas.
- Locations and names of adjacent subdivisions and owners of adjoining parcels of land.
- Historical and archaeological sites or structures as identified by the Illinois Historic Preservation Agency.
- Legal description of the land proposed to be subdivided and a site data information block which shall include, but not be limited to: the total acreage of the tract stated in hundredths (.01) of an acre, the acreage in lots, the acreage in rights-of-way, the acreage in open space and the proposed number of lots, the minimum lot size, the maximum lot size and the average lot size in square feet, and the existing and proposed zoning (if applicable).



- A statement shall be placed on the preliminary plat to indicate all municipalities which are within one and one-half (1.5) miles of the proposed subdivision. The statement shall also indicate which municipality is exercising the statutory privilege of planning advice, if a planning boundary line has been negotiated, or which municipality is closest if such a boundary line has not been negotiated. If there are no municipalities within one and one-half (1.5) miles, the statement shall so indicate.
- Proposed Conditions:
 - Proposed zoning, if applicable.
 - Alignment, width, and typical cross-section of all roads and rights-of-way, sewer and water lines, and other public utilities where applicable.
 - Lots, including layout, number, dimension and area in square feet.
 - Required front building setback line, side and rear yard area lines and dimensions; or, reduced building envelope lines and dimensions. The reduced building envelope design shall conform to the design standards contained in Section 14-5-4C2 of the *Land Subdivision Regulations*.
 - Proposed site grading plan when required by the County Engineer, including building pads; top of foundation elevations, when required; proposed roadway grades and surface water drainage patterns.
 - Any proposed alteration, adjustment, or change in the elevation or topography of any area in a "Special Flood Hazard Area" (SFHA) as delineated on the Federal Emergency Management Agency's (F.E.M.A.) Flood Insurance Rate Maps of Ogle County, Illinois, or otherwise known to be within the 100-year floodplain. Any development of parcels within a SFHA shall be in compliance with any and all applicable provisions of the Ogle County, Illinois *Flood Damage Prevention Ordinance* (Chapter 16, Division 10 of the Ogle County Code).
 - Location of stormwater management facilities, including sewers and storage facilities.
 - Proposed type of treatment or method of sewage disposal.
 - A suitable location for a dwelling on each lot (min. 30' x 70').
 - Reserved areas for Primary and Secondary Individual (Private) Sewage Disposal Systems (septic tank absorption fields) pursuant to Section 14-4-6C3 of the *Land Subdivision Regulations*. Include the area (square feet) of each reserved area.
 - A suitable location on each lot for a private well, if applicable.
 - Landscaping plan showing proposed plantings; location and description of landscaped entryway signs, if applicable, including height, size, setbacks and maintenance provisions; screening treatment on double frontage lots; landscaping of stormwater management facilities and areas designated for restoration of disrupted site flora.
 - Sites, if any, intended to be reserved for public use and/or for use of property owners in the subdivision, including the purpose and conditions of reservation or dedication, such proposed common land must meet the approval of the Planning & Zoning Department as to its suitability in terms of terrain, dry groundcover, maintenance requirements, number of persons or households benefitted by its establishment.
 - Text of proposed protective covenants, deed restrictions, homeowner's association, contracts, easement provisions and other documents whereby the subdivider proposes to regulate land use in the subdivision, restrict the design, development and/or use of the property and otherwise protect special areas within the proposed development.
 - Wetland delineation report.
 - Any other pertinent information that may be requested by the Committee.



- If the proposed subdivision lies within one and one-half (1.5) miles of any municipalities, the preliminary plat must be approved by the Planning Commission of any municipality which will later be required to sign the final plat. A certificate shall be placed on the final plat to indicate such approvals. It shall be the subdivider's responsibility to provide written proof of such approval.
- If the proposed subdivision shows access to a state highway, the preliminary plat must be approved by the Illinois Department of Transportation. A certificate shall be placed on the final plat to indicate such approval. It shall be the subdivider's responsibility to provide written proof of such approval.
- On-site and off-site easements.
- Any other information requested by the Planning & Zoning Administrator.

I, _____, certify that all information presented herewith is complete and accurate.

Signature of Applicant

Date

Signature of Applicant

Date



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OGLE COUNTY PLANNING & ZONING DEPARTMENT

911 W. Pines Rd.
Oregon, IL 61061
(815) 732-1190
Fax: (815) 732-3709

**FINAL PLAT
APPLICATION FOR APPROVAL AND CHECKLIST**

Subdivision Name: _____

Parcel Identification Number(s): _____

Location (1/4 Section, Township, Range): _____

Existing Zoning: _____

Owner(s): _____

Address/Telephone #: _____

Applicant/Authorized Agent: _____

Address/Telephone #: _____

Surveyor/Engineer: _____

Address/Telephone #: _____



The developer shall prepare and submit to the Plat Officer six (6) copies of a final plat for initial review. One (1) mylar reproducible original and five (5) copies of the approved final plat shall be submitted for recordation. One digital copy (AutoCAD format) shall be submitted to the Plat Officer. Such final plat shall be submitted within two (2) years after approval of the preliminary plat. The final plat shall be drawn to a scale of one hundred feet to one inch (1" = 100') unless a different scale is more practical and is approved by the Plat Officer and shall be on a not larger than thirty inches by thirty six inches (30" x 36") sheet.

The following items must be addressed prior to filing of the final plat:

- The submittal and approval of the improvement plans.
- The submittal and approval of cost estimates for all required improvements.
- The installation of all required improvements or the posting of a construction guarantee.
- Payment of plat review and approval fees as determined by Ogle County Ordinance, as amended; and,
- Rezoning to appropriate classification, if necessary.
- Payment of construction inspection fees in the amount of 4% of the engineer's estimate of the cost of improvements.

The plat provided shall meet the following specifications:

- The final plat shall be drawn to a scale of one hundred feet to one inch (1" = 100'), unless a different scale is more practical and is approved by the Plat Officer.
- The final plat shall be drawn with waterproof, non-fading black ink on mylar or equivalent drafting material on sheets at least eight and one-half inches by fourteen inches (8.5" x 14") but not more than thirty inches by thirty-six inches (30" x 36"). The original, plus six (6) copies of the final plat and any accompanying documents, shall be filed with the Ogle County Recorder.
- When more than one sheet is used for any plat, each sheet shall be numbered consecutively. A small scale drawing of the entire subdivision shall be shown on the first sheet, identifying portions for the subdivision according to its respective page number. Plats shall be drawn so as to be on a minimum number of sheets.
- All dimensions shall be shown in feet and decimals of a foot.
- All surveys for a final plat shall be made under the active and personal direction of a registered land surveyor of Illinois, and shall include the following information:
 - a. Legal description of the land to be subdivided.
 - b. Positions of all lot corners, beginnings and ends of curves and all angle points shall be marked in the field. The material of which all markers are made shall be noted. The subdivider shall conform with the following requirements concerning monuments:
 - (1) All federal, state, county or official benchmarks, monuments, or triangulation stations in or adjacent to the subdivision shall be preserved. When a proposed improvement in a subdivision makes necessary the moving of bench marks, monuments, or triangulation stations, the authority having jurisdiction shall be notified and given sufficient time to take appropriate action.
 - (2) Types, placement and type based on placement requirements shall be in accordance with Section 14-4-1D of the *Land Subdivision Regulations*.



- The exact length and relative direction of all exterior boundary lines, with reference to the boundary controlling system most prevalent in the area of the land being subdivided. All distances shown on the final plat shall be expressed in one-hundredths of one foot (0.01') and angles shall be expressed in degrees, minutes and seconds (if necessary). Sufficient geometrical data shall be given for all lots to enable retracement and restoration of all corner positions in the field. The Plat Officer may require the surveyor to submit rectangular coordinates of all positions represented on the final plat.
- The exact width and extent of all easements (shown by dashed lines), and purpose of such easements, denoted on plat roads, alleys and building setbacks created by said subdivision.
- All lots consecutively numbered. In subdivisions that are improved in units or phases, the lot numbering system of the next unit or phase shall begin at the next number where the previous unit or phase ended.
- All portions of curving linear roads shall be tangent to adjoining elements of said roads unless so noted otherwise. Curve data shall consist of radius, degree of curve, tangent length, and central angle.
- If the subdivision borders on a lake or stream, the distances and directions of a meander line established not less than twenty feet (20') back from the average high water mark of the lake or stream, as determined from Flood Insurance Rate Maps or other data, with said distance noted.
- The locations and widths of all existing and proposed roads shall be indicated by heavy solid lines, showing the dedication of all rights-of-way required in accordance with the preliminary plat.
- Names of proposed roads.* Road names shall not be used which will duplicate, or too closely approximate phonetically, the name of any other road or subdivision in the County. Roads that are extensions of, or in obvious alignment with existing roads shall bear the name of said existing roads. The name of the primary collector road of a subdivision shall, if possible, be the same as or similar to the name of said subdivision. A separate name and/or directional designator may be required for each segment of a road that changes direction 45 degrees or more (as measured from the centerline right-of-way). The Ogle County Board shall have final authority to designate the name of the roads.
- Abutting highway and road right-of-way lines and adjacent subdivisions shown in their proper location.
- Grantees of all lands dedicated to public use shall be clearly noted.
- Where provisions are made for access from any subdivision to any lake or stream, the plat shall show the area over which the access is provided to the lake or stream, together with a small scale drawing clearly indicating the location of the subdivision in relation to the lake or stream, and the location of the area over which access is provided.
- All restrictions which will run with the land and covenants, or references to covenants, where declared separately.
- Certificates and easements as required.
- Scale and north arrow.
- Certificate by owner and, if required, by any mortgage holder of record, of the plat and dedication of streets and other public areas.
- Certification by the Ogle County Clerk that all taxes and special assessments have been paid to date.
- Any special study or engineering calculations required.
- Letter from sanitary sewer company certifying connection fees have been paid (if applicable).
- Certificate of city/village within one and one-half (1.5) mile indicating approval of the plat, as set forth in Section 14-3-4B9 of the *Land Subdivision Regulations* (if applicable).



- Certificate of the Illinois Department of Transportation indicating approval of the plat, as set forth in Section 14-3-4B10 of the *Land Subdivision Regulations* (if applicable).
- Seal and signature of the Illinois professional land surveyor under whose direct supervision and control the subdivision was prepared.

I, _____, certify that all information presented herewith is complete and accurate.

Signature of Applicant

Date

Signature of Applicant

Date

