

# SUBDIVISION REGULATIONS

AMENDED NOVEMBER 1977,  
NOVEMBER 1994, DECEMBER 2004  
FEBRUARY 2006, MARCH 2009

## PREFACE

Every person who divides land into smaller parcels or changes the size and shape of existing lots literally affects the developmental pattern of the community for generations to come. Subdivision of land while initially the responsibility of the private developer eventually becomes a public responsibility since roads and streets must be maintained and various public services provided. Once land has been divided into streets, blocks, lots and then developed, the correction of defects becomes a costly and arduous procedure. It, therefore, is in the interest of the public, the developer and the future landowner, that new subdivisions be conceived, designed and developed in accordance with sound rules and proper minimum standards.

This ordinance governs all subdivision of land within the Williamsville corporate limits as now or hereafter established and also all unincorporated land within one and one-half miles of the Village of Williamsville.

The purpose of this Subdivision Ordinance is to attempt to prevent defective layouts and to assure attractive and orderly development to the benefit of the subdivider, the homebuilder, the citizen and the community alike and to promote the public health, safety and convenience. It must be remembered, however, that these regulations do not control land use, they merely set out minimum design standards for subdivision development.

Land subdivision is one of the first steps in the process of community development. Subdivision standards are one of the most important tools for carrying out good community development.

The effect of reasonable standards will be to promote satisfactory housing, business and industrial sites regardless of size or location so that each individual unit will become a lasting part of Williamsville.

Too often in the past, subdivisions have been built without adequate utilities, streets, pavement and other improvements. The location of unrelated subdivisions has sometimes restricted the development of potential street extensions and created population concentrations without adequate school and park space.

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## **SUBDIVISION REGULATIONS - WILLIAMSVILLE, ILLINOIS:**

An Ordinance regulating the laying out of streets, alleys and other public grounds and the subdivision of land; establishing the requirements for the approval of subdivision of plats within the corporate limits or within contiguous unincorporated territory within one and one-half miles of the corporate limits; and providing penalties for the violation of its provisions.

Be it ordained by the President and Village Board of Trustees of Williamsville, Illinois.

### **SECTION I - TITLE:**

This regulation shall be known as and may be cited as "The Williamsville Subdivision Ordinance".

### **SECTION II - PURPOSE:**

This article is hereby made a part of the Official Village Plan. It is to provide for improvement of public health and safety, for the harmonious development of Williamsville and its environs, for the coordination of streets within subdivisions with other existing or planned streets or with other features of the Official Village Plan, for adequate open space for streets, parks, schools, recreation and air, for adequate storm water drainage and sewage disposal, for the efficient and economical maintenance of streets and for the development of public grounds.

### **SECTION III – PLAT, WHEN REQUIRED**

It shall be unlawful for a subdivider of land within the subdivision jurisdiction of the Village of Williamsville to subdivide land into lots, blocks, streets, alleys, or public open space unless by plat in accordance with the laws of the State of Illinois and the provisions of this section of the Village's Subdivision Regulations. It shall be unlawful to divide land without obtaining tract survey approval, when required.

- A.) The provisions of this section shall not apply, except as noted with respect to tract surveys, and no plat is required in any of the following instances:

- 1.) The division or subdivision of land into parcels or tracts of 5 acres or more in size which does not involve any new streets or easements of access;
- 2.) The division of lots or blocks of less than 1 acre in any recorded subdivision which does not involve any new streets, easements of access or drainage and utility easements;
- 3.) The sale or exchange of parcels of land between owners of adjoining and contiguous land where the transfer results in the same number of parcels;
- 4.) The conveyance of parcels of land or interests therein for the use as a right-of-way for railroads or other public utility facilities and other pipe lines which does not involve any new streets or easements of access;
- 5.) The conveyance of land owned by a railroad or other public utility which does not involve any new streets or easements of access;
- 6.) The conveyance of land for highway or other public purposes or grants or conveyances relating to the dedication of land for public use or instruments relating to the vacation of land impressed with a public use;
- 7.) Conveyances made to correct descriptions in prior conveyances;
- 8.) The sale or exchange of parcels or tracts of land following the division into no more than 2 parts of a particular parcel or tract of land existing on July 17, 1959 and not involving any new streets or easements of access. If a division is made prior to October 1, 1973 for which an exemption is claimed pursuant to this division A.)8), and the division results in one part being greater than five acres and the other part being less than five acres, then the subsequent division of the part greater than five acres shall qualify for the exemption set forth in division A.)9.) of this Section. If a division is made on or after October 1, 1973 for which an exemption is claimed pursuant to this division A.)8.), and the division results in one part being greater than five acres and the other part being less than five acres then the subsequent division of the part greater than five acres shall not qualify for the exemption set forth in division A.)9.);
- 9.) The sale of a single tract less than 5 acres from a tract of five acres or larger when a survey is made by an Illinois Registered Land 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 on October 1, 1973, and provided also that this exemption does not invalidate any other local requirements applicable to the subdivision of land. For the purpose of this Section A.)9.), if a tract of five acres or greater existed prior to October 1, 1973, its division on or after October 1, 1973 into two parts, each of which is less than five acres, shall nevertheless qualify for the exemption set forth in the Section A.)9.).

B.) A tract survey shall be required for a division or subdivision of land for which no plat is required under Section A.) for exceptions 1.), 2.), 3.), 8.) and 9.). A survey may not be required if the resulting parcel is ten acres or more and can be described as a fractional part in increments of quarter or half sections. A survey may also not be required under A.)3.) if the conveyance can be described by lineal feet of road frontage or lot line and with the portion perpendicular to the frontage being parallel to the common lot.

#### **SECTION IV - DEFINITIONS:**

For the purpose of this ordinance, the following words, terms, phrases, and their derivations shall have the meaning given in this section. The word shall is always mandatory and not merely discretionary.

1. **ALLEY:** A public way used primarily as a service access to the rear or side of a property, which abuts on a street.
2. **AS-BUILT PLANS:** These plans are copies of previously approved plans (previously approved by the Village Engineer and the Village). If any changes are made during the construction of a new subdivision, the changes will be noted on the as-built plans. Details to be shown on the as-built plans shall include, but not limited to sanitary and storm sewers, manholes, invert grades, bench marks, location of sanitary sewer laterals, water service lines, street inlets, hydrant valves, and grades for any drainage swales on the lots. These as-built plans shall be dated and sealed by the Registered Professional Engineer responsible for inspecting the construction of the new subdivision.
3. **BLOCK:** The distance as measured along a street between intersecting streets from centerline to centerline, and where the context requires, it also means the enclosed area within the perimeter of the streets or property lines enclosing it.
4. **BUILDING SETBACK LINE:** A line within a lot or other parcel of land, so designated on the Preliminary Plan indicating the closest point to a property line a structure could be built.

5. **CERTIFICATE OF REVIEW:** An official letter of notification written by the Chairman of the Planning Commission to the subdivider advising him of the review, approval or disapproval, with an itemized statement of the deficiencies if disapproved, of his subdividing the area indicated on the location map.
6. **CIRCULATION PLAN or ARTERIAL ROADWAY NETWORK:** The portion of the Williamsville Comprehensive Plan providing and planning for the present and future street system of Williamsville and environs.
7. **COLLECTOR STREET:** A Street that serves as a connection between a thoroughfare and several minor residential, industrial or commercial streets. The term includes the principal entrance streets of a residential development and principal circulating streets within such a development.
8. **CUL-DE-SAC:** (Dead-End Street)-A minor street with only one outlet.
9. **CURB AND GUTTER:** A permanent type pavement edging.
10. **DEAD-END-STREET:** (See Cul-De-Sac).
11. **DRAINAGE COURSE:** A natural watercourse or indenture for the drainage of surface waters.
12. **EASEMENT:** A grant by a property owner of the specific use of said land to the public generally or to a person or persons.
13. **FINAL PLAT:** The engineering drawing of a subdivision prepared in the manner and containing the data, documents and information required by Section VIII of this ordinance.
14. **FREE HAND SKETCH:** The penciled or rough drawing showing approximate street and lot layout superimposed upon a contour map of the proposed subdivision or greater area as suggested by Section V of this ordinance.
15. **FLOODPLAIN:** Those land areas subject to inundation by the base (100 year) flood. Floodplain areas are generally identified on the Sangamon County Flood Insurance Rate Maps dated 01/06/83.
16. **HALF STREET:** A street bordering one or more property lines of a tract of land in which the subdivider has allocated but part of the ultimate right-of-way width in accordance with the requirements as set forth in Section VIII of this ordinance.
17. **HEALTH OFFICER:** The Director of the Sangamon County Department of Public Health or his authorized representative.

18. **PRE-PLAN CONFERENCE:** This is a conference between the subdivider or his representative and the Planning Commission Chairman and/or the Commission as a whole regarding the suitability of the area for development in light of any Village plans or in light of any geographic; social or physical limiting circumstances.
19. **LOT:** The tract of land within a subdivision marked by the subdivider as a numbered, lettered or otherwise identifiable tract of land to be offered as a unit for sale or transfer of ownership or for building development.
20. **LOT, BUTT:** A lot at the end of a block and located between two corner lots.
21. **LOT, DOUBLE FRONTAGE:** A lot which has a pair of opposite lot lines along two substantially parallel streets and which is not a corner lot.
22. **MARGINAL ACCESS STREET:** A minor street which is parallel and adjacent to a thoroughfare and which provides access from the thoroughfare to abutting property and protection from through traffic.
23. **MINOR RESIDENTIAL STREET:** A street of relatively short length and limited continuity that provides direct access to a limited number of abutting residential properties and for the local needs of a neighborhood and is designed to discourage its use by through traffic.
24. **OFFICIAL PLAN:** The composite of the functional and geographic elements of the Comprehensive Village Plan or any segment thereof in the form of plans, maps, charts and textual materials adopted by the Williamsville Village Board of Trustees.
25. **OWNER:** Any individual, firm, association, partnership, trust, corporation or any other legal entity having sufficient proprietary interest in the land sought to be subdivided to commence and maintain proceedings to subdivide the same under this ordinance.
26. **PEDESTRIAN WAY:** (Public Cross Walk)-A public right-of-way across or within a block designed primarily for use by pedestrian traffic.
27. **PERSON:** Any individual, firm, association, partnership, trust, corporation or any other legal entity.
28. **PLANNING COMMISSION:** The Williamsville Planning Commission.
29. **PLAT OFFICER:** The Chairman of the Village of Williamsville Planning Commission.



30. **PRELIMINARY PLAN:** The tentative map, drawing or chart of a proposed subdivision or greater area prepared in the manner and containing the data, documents and information required by Section VI of this ordinance.
31. **PRIVATE STREET:** An undedicated street, which is privately owned and maintained.
32. **PROTECTIVE COVENANTS:** Contracts entered into between private parties that constitute a restriction on the use of all private property within a subdivision for the benefit of property owners and to provide mutual protection against undesirable aspects of development, which would tend to impair the stability of property values.
33. **PUBLIC CROSS WALK:** (See Pedestrian Way).
34. **PUBLIC IMPROVEMENT:** Any sanitary sewer, storm sewer, drainage ditch, water main, roadway, parkway, sidewalk, pedestrian way, planting strip, off-street parking area, or other facility for which the Village of Williamsville or Williams Road District may ultimately assume the responsibility for maintenance and operation.
35. **SANITARY SEWER:** A constructed conduit for the carrying of sewerage, other than storm waters, to a sewerage treatment plant.
36. **STORM SEWER:** A constructed conduit for carrying storm waters to a drainage course.
37. **SUBDIVIDE:** (See subdivision of land).
38. **SUBDIVISION OF LAND:** The division of land or a tract of land into two or more parts, lots or parcels, any division of land when a new street is involved for the purpose of sale, transfer of ownership or building development. The term subdivision includes resubdivision and the division of a lot or parcel, any of which is less than five acres in area.
39. **SUBDIVISION DESIGN STANDARDS:** The guides, principles and specifications for the preparation of subdivision plans indicating, among other things, the maximum and minimum dimensions of the various elements set forth in the Preliminary Plan.
40. **THOROUGHFARE:** A major or secondary street or road, which is a public right-of-way with a high degree of continuity that serves as an arterial street or road to the various districts of the Village of Williamsville, as designated by the Comprehensive Plan.

41. **TRACT SURVEY:** A land survey, made by an Illinois Licensed Professional Land Surveyor, for a division of land, which meets the subdivision exemptions of Section III.

42. **VILLAGE BOARD:** The Village of Williamsville Board of Trustees.

43. **VILLAGE CLERK:** The Village Clerk of the Village of Williamsville, Illinois. For purposes of these regulations, a document shall be deemed filed with the Village Clerk when filed at the Village Hall with a Village employee during regular business hours.

43. **VILLAGE ENGINEER:** The professional engineer appointed or designated by the Village Board of Trustees.

## **SECTION V - PROCEDURE**

Developers are required to file all documents requiring Planning Commission action with the Village Clerk and if a fee is required, the fee shall be paid at the time of filing. After said documents are filed with the Village Clerk, the Clerk shall notify the Planning Commission Chairman. The Chairman shall then schedule a meeting to discuss the proposal. The Commission members shall be given at least one week's notice prior to the scheduled meeting.

Prior to subdividing any land into lots and blocks (with the exceptions noted in Section IV Definitions - definition of subdivision) an owner or subdivider shall follow the procedure noted below:

### **PRE-PLAN CONFERENCE**

Before a Preliminary Plan is prepared, the subdivider or his representative shall confer with the Williamsville Planning Commission to discuss the proposed subdivision and receive advice in the form of a Certificate of Review concerning:

- a. The Williamsville Comprehensive Plan and any other known plans in the vicinity of the proposed subdivision.
- b. The suitability of the proposed subdivision in light of any geographic, social, or physical limitations that may exist.

Within 30 days after the conference, the Planning Commission Chairman shall prepare

and transmit a Certificate of Review advising on the suitability of the site for subdivision as is called for in Section VI.

### **PRELIMINARY PLAN TO BE APPROVED**

Within twelve (12) months of the receipt of the above noted Certificate of Review, the subdivider shall file with the Village Clerk twelve (12) prints of a Preliminary Plan as called for in Section VII for review by the village officials and he/she shall also pay the required filing fee.

In the event that the subdivision plan involves special problems or is in conflict with the Planning Commission's proposals, the Chairman of the Planning Commission shall notify the owner or subdivider as to the time and place of the Planning Commission's meeting at which time he will be afforded an opportunity of being heard. The Planning Commission shall then approve or disapprove the Preliminary Plan at its next regular meeting, provided however, that if the Preliminary Plan does not conform to the requirements set forth, the Planning Commission may request the subdivider to make such changes as may be necessary and thereupon approve the same. Upon approval of the Preliminary Plan, the Notice of Approval of Preliminary Plan, signed by the Planning Commission Chairman, shall be placed upon two (2) copies thereof, one approved copy to be returned to the subdivider within thirty (30) days following the Planning Commission action, with the other to be retained by the Planning Commission.

### **APPROVAL OF FINAL PLAT**

Within twelve (12) months after the approval of the Preliminary Plan, the Final Plat shall be submitted to the Planning Commission for its recommendation and review. The Planning Commission shall then approve or disapprove the Final Plat. The subdivider shall submit the original tracing and twelve (12) prints of the Final Plat to the Village Clerk, which must retain the overall characteristics of the Preliminary Plan; and he shall install the required improvements, or furnish a completion bond assuring installation of the same prior to Final Plat approval, as provided in Section VIII.

Where less than the entire land area shown on the Preliminary Plan is to be filed for record, such recordation shall automatically extend the approval of the unrecorded balance of the Preliminary Plan for one successive twelve (12) month period. Subsequently, an extension of time may be granted annually by the Planning Commission upon written request to continue approval of the unrecorded balance of the original Preliminary Plan. Otherwise, the plan submitted shall be considered a new Preliminary Plan.

No plat shall be recorded in the office of the Recorder of Deeds of Sangamon County,

Illinois unless and until approval by the Williamsville Board of Trustees has been endorsed thereon by the President of the Board of Trustees and the Village Clerk, and no lot shall be sold from such plat unless and until the plat is endorsed by said Village President and filed for record in the office of the Recorder of Deeds of Sangamon County, Illinois.

After the Village Board of Trustees approves the Final Plat, the owner/subdivider shall present the Final Plat for recording to the Recorder of Deeds within twelve (12) months after approval. Any plat that is not so filed within the period shall not be recorded without reapproval by the Village Board of Trustees.

## **SECTION VI - PRE-PLAN CONFERENCE**

### **CONFERENCE PURPOSE**

The purpose of the conference is to permit the Planning Commission, representing the Village, and the subdivider to discuss the proposed development and to ascertain if the area is proper for development. The subdivider will receive information and comments about the suggestions for the area made in the Williamsville Comprehensive Plan or contained in other Village plans for public improvements or about known limiting factors that may affect the suitability and the appropriateness of the area for development.

### **INFORMATION TO BE PROVIDED**

At the conference, the subdivider shall be prepared to answer questions about the proposed subdivision and to give the following:

1. The name, address and telephone number of the owner-subdivider, the engineer, and legal counsel, if any.
2. A drawing to scale of the exact location and approximate dimensions and area of the land proposed to be developed with notations on all physical features in or near the area; i.e., streets, roads, watercourses, buildings, utilities, flood plains, wetlands, archaeological sites etc. that affect the development.
3. A statement of the facts concerning the utilities and other facilities expected to serve the area.
4. An estimate of the number and size of lots to be developed.
5. An estimate of the acreage or number of lots to be developed each year until all the land to be subdivided is used up.

## **ARRANGING THE CONFERENCE**

The owner/subdivider or his representative shall contact the Village Clerk to place the Pre-Plan Conference on the agenda of the next monthly Planning Commission meeting.

## **CERTIFICATE OF REVIEW**

Within 30 days after the conference, the Chairman of the Planning Commission shall transmit to the owner/subdivider a certificate indicating that the area is or is not sufficient for subdividing and an itemized statement of deficiencies in said area or specific reasons why said area or parts thereof may not be subdivided. The subdivider may subsequently amend his proposal directly to the Chairman of the Planning Commission for subsequent conferences and further determination by the Planning Commission. A Certificate of Review does not constitute an acceptance of any Preliminary Plan or Final Plat.

## **SECTION VII - PRELIMINARY PLAN**

### **PRELIMINARY PLAN, PREPARATION**

Within twelve (12) months after obtaining a Certificate of Review approving the area for subdividing, any subdivider proposing to subdivide the land described in said certificate, or portion thereof shall prepare and file twelve (12) prints of the Preliminary Plan, a topographical map of the area and a surface area drainage plan, with the Village Clerk during regular business hours at least one week before a scheduled meeting of the Planning Commission.

Any variance to a plan must be submitted in written form to the Village Clerk at least 48 hours prior to the meeting. Any variance approved by the Planning Commission will be forwarded to the Village Board along with the plan.

### **PRELIMINARY PLANS, REQUIREMENTS**

The preliminary plan shall show the following:

1. Identification and Description

- A. The proposed name of the subdivision or title under which it is to be recorded (not duplicating a name of any plat heretofore recorded in Sangamon County).

B. The names and addresses of the owner; subdivider, engineer and registered land surveyor.

C. The north point, graphic (engineering) scale of one inch to 100 feet (1" = 100').

D. The date of preparation.

E. A note stating "Preliminary Plan - Not to be recorded by the Recorder of Deeds".

## 2. Existing Conditions

A. The boundary line of the proposed subdivision clearly indicated and the approximate total acreage therein.

B. The location, width and names of all existing streets, all existing easements, dedicated public open spaces, and a short legal description to properly locate the property to be subdivided.

C. The location and size of existing sewers, water mains, culverts or other underground facilities within the proposed subdivision.

D. Topographic data including existing contours at vertical intervals of not more than one foot unless a greater interval is allowed to properly depict rough terrain or as permitted by the Planning Commission. Topographic data shall refer to the United States Geological North American Datum - Mean Sea Level Elevation. Watercourses, wetlands, marshes, rock outcrops, other significant features and soil boring data at location and depths as may be required by the Planning Commission. Waterways or man-made watercourses or drainage ways shall be identified and drainage areas calculated.

## 3. Subdivision Design Features

A. Layout of streets - showing right-of-way widths and street names. Public streets shall be required in all subdivisions.

B. Location and widths of alleys, pedestrian ways, utility easements, lots and setback lines.

C. Areas other than streets, alleys, pedestrian ways and easements intended to be dedicated or reserved for public use; for each, the approximate area in acres shall be indicated.

D. Layout, numbers and typical dimensions of lots to the nearest foot. Letters shall not be used for identification of lots or blocks.

E. Minimum front and side-street building lines; with dimensions indicated.

F. Connectivity – all streets within the proposed subdivision shall have connectivity with all existing and previously approved streets or plans adjacent to the proposed development to ensure public safety and an even traffic flow pattern.

#### 4. Protective Covenants

All protective covenants for a proposed subdivision shall accompany the preliminary plan: i.e. - type of structures, architectural controls, etc.

### **PRELIMINARY PLAN, METHOD OF FILING**

The subdivider shall file with the Village Clerk, within one year after receipt of Certificate of Review, twelve (12) prints of the Preliminary Plan for the proposed subdivision, with the required filing fee as outlined in Section XIII. After identifying the file number on all prints, the Village Clerk shall retain one print for his/her file and transmit one print to the Village Engineer, one print to the County Engineer, one print to the County Superintendent of Schools, one print to the Township Highway Commissioner of Williams Road District and the seven (7) remaining prints to the Planning Commission. It shall be the responsibility of the subdivider to provide the utility company or companies serving the area with the necessary number of prints.

### **PRELIMINARY PLAN, REVIEW**

The Preliminary Plan shall be reviewed by the Planning Commission. In the event that the Preliminary Plan involves special problems, or is in conflict with the Comprehensive Plan, the Planning Commission Chairman shall inform the owner or subdivider of said problems or conflicts and shall advise him of the time and place for a hearing before the Planning Commission.

**PRELIMINARY PLAN, APPROVAL**

If, at its next meeting after the Planning Commission review, the Commission as a whole shall find that such proposed plan satisfies the requirements of this ordinance, the Chairman of the Planning Commission shall endorse approval thereon in substantially the following language.

"The proposed plan of subdivision herein is approved and the Planning Commission now is ready to receive the Final Plat of said subdivision for consideration. This is NOT an approval of the Final Plat.

DATED \_\_\_\_\_

VILLAGE OF WILLIAMSVILLE PLANNING COMMISSION

BY \_\_\_\_\_  
Chairman

One print of the Preliminary Plan so endorsed shall be returned to the subdivider by personal delivery or by mail, and one print so endorsed shall be retained on file in the office of the Village Clerk.

**PRELIMINARY PLAN, DISAPPROVAL**

If the Planning Commission as a whole, shall find that such proposed plan does not satisfy the requirements and intentions of this ordinance; it shall specify its objections by written findings and order, and the Planning Commission may thereupon disapprove such Preliminary Plan or may recommend approval thereof conditioned upon specific changes in the proposed plan to remove its objections.

One print of the proposed plan together with the findings and order of the Planning Commission upon the hearing, either disapproving the Preliminary Plan or approving it upon condition as aforesaid, shall be retained by the Planning Commission and one print with said findings and order shall be delivered to the subdivider in person or by mail.

A subdivider may submit to the Planning Commission an amended Preliminary Plan for the purpose of complying with any order of the Planning Commission. In such event, twelve (12) prints thereof shall be so filed.



Land subject to flooding or containing poor drainage facilities:

No plan shall be approved for subdivision which is subject to periodic flooding or which contains extremely poor drainage facilities. However, if the subdivider agrees to make improvements, which shall, in the opinion of the Planning Commission and the Village Engineer, make the area, completely safe for residential occupancy, and provide adequate drainage, the Preliminary Plan of the subdivision may be approved.

## **SECTION VIII - FINAL PLAT**

### **FINAL PLAT, PREPARATION**

Receipt by the subdivider of a print of the Preliminary Plan approved by the Planning Commission shall constitute authority for the subdivider to proceed with further plans and specifications for installation of required land improvements and the minimum design and layout standards established by this ordinance.

The Final Plat may, at the discretion of the subdivider, constitute only such portion of the tract covered in the Preliminary Plan as the subdivider proposes to record and develop. The remaining portion of the Preliminary Plan shall receive an automatic time extension of one year to be submitted in final form after approval of the initial portion of the tract. A further extension of time may be granted annually by the Planning Commission upon written request to continue approval of the unrecorded portion of the original Preliminary Plan where circumstances affecting further subdivisions under said plan have not substantially changed. If no Final Plat or no portion of the original Preliminary Plan has been submitted for approval and no written request to continue approval of the unrecorded portion of the original Preliminary Plan has been submitted within one year after the Preliminary Plan is approved, said Preliminary Plan shall be resubmitted by the subdivider to the Village Clerk and paying the fee for a new Preliminary Plan for review and approval by the Planning Commission prior to the submission of a Final Plat.

### **FINAL PLAT, APPROVAL**

When the Final Plat is ready for approval, the subdivider shall provide the Williamsville Planning Commission with the original and twelve (12) prints of the Final Plat for review and approval, and three (3) copies of the construction plans for review. Said Final Plat shall conform to the streets, alleys and public open space recommendations of the Official Williamsville Comprehensive Plan. No Final Plat will be approved by the Williamsville Planning Commission without the accompanying construction plans, which

shall be submitted as follows:

Construction plans shall be submitted on sheets not larger than 24" x 36" and to a scale of not more than 100' to the inch. Construction plans shall include the following information:

- (a) Cover sheet showing the location of the development; scales and symbols that are used; index to sheets; summary of quantities; appropriate place for approval of the Village Engineer; and the signature and seal of a registered professional engineer, licensed in the State of Illinois.
- (b) North arrow and benchmarks with their elevations noted. Benchmarks shall be referenced to mean sea level datum as determined by the United States Geological Survey.
- (c) Plan sheets showing the locations of all existing streets, right-of-way lines, sanitary sewers, storm sewers, sidewalks, drainage ditches, easements, rear lot drainage, direction of storm drainage flow, survey monuments, water mains, fire hydrants, and any other appurtenance or structure that might influence design considerations.
- (d) Profile sheets indicating the existing ground line and prepared grades and elevations for all proposed streets, sanitary sewers, drainage structures, drainage ditches, and rear lot drainage. Elevations shall be referenced to the United States Geological Survey datum.
- (e) Typical sections showing the right-of-way lines, proposed pavement widths, pavement thickness, base thickness, sub-base thickness, subgrade, crown, curbs and gutters, sidewalks and design data when required.
- (f) Detail sheets showing the details of manholes, inlets, catch basins, curbs and gutters, drainage structures and any other structures or appurtenances to be constructed, or reference made to the Standard Specifications for Road and Bridge Construction in Illinois or Highway Standards published by the Illinois Department of Transportation.
- (g) Design computations for storm sewer design, storm water detention for special structures and pavement designs when required and for anticipated fire flow.
- (h) Detailed description of erosion control measures to be taken during construction.
- (i) Proof of application for an access permit from the highway authority

having jurisdiction over the highway needing access to.

(j) Proof of application for all applicable State and Federal permits if any dredging, rip-rapping, fill work or similar activities will be conducted in or around streams.

(k) Any other specific additional information requested by the Village Engineer.

(l) Receipt of a County Flood Development permit, if required.

## **FINAL PLAT, REQUIREMENTS**

All information, except topographic data, required on the Preliminary Plan shall be shown accurately, and drawn in a manner that clear and legible prints may be made. Said Final Plat shall be drawn to a scale of not more than 100 feet to the inch and shall be submitted to the Planning Commission with twelve (12) additional prints thereof.

## **FINAL PLAT, DETAILS**

Said Final Plat of the subdivision shall show:

1. The name of the subdivision, a graphic (engineering) scale, a north point, the name of the owner(s), the subdivider(s), the land surveyor, the engineer and the date.
2. A correct legal description of the plat.
3. Boundary lines with accurate distances and angles.
4. Lines of all proposed streets and alleys with their width and names.
5. Line of departure of one street from another.
6. Names of streets and widths of proposed and adjoining streets and alleys.
7. All lots designated by number.
8. Location of all easements provided for public use, service or utilities. Easements shall include anchor space for pole lines.

9. All dimensions, linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements, and other areas for public or private use. Linear dimensions are to be given to the nearest 1/100 of a foot.
10. Radii, arcs or chords, points of tangency and central angles for all curvi-linear streets and radii for rounded corners.
11. Location of all survey monuments and their description.
12. Accurate outline of any portions of the property intended to be dedicated or granted for public use and the designation of such.
13. Protective covenants shall accompany the Final Plat or be appropriately referenced thereon.
14. The subdivider shall indicate the area on the Final Plat of the location of any lands within 100-year floodplain and provide 100-year flood elevation delineated floodway as required by the Williamsville Floodplain Ordinance or the Sangamon County Floodplain Ordinance.
15. Acknowledgment of the plat by the owner(s) if any, or a duly authorized attorney and a notary public. See sample certificates in Appendix A. These certificates may be included on the Final Plat or attached thereto.
16. Certification by a registered Illinois Land Surveyor attesting to the accuracy of the survey and the correct location of all monuments. See sample certificate in Appendix B.
17. Certification that approval of the Village Board of Trustees and the Village Planning Commission has been obtained when required by law. See sample certificates in Appendix C.
18. Certificate of the Williamsville Fire Protection District that the tract of land is within the Fire Protection District. See sample certificate in Appendix D.
19. Certificate of Village Engineer certifying the Final Plat and subdivider's compliance with required improvements or approving the amount of the bond covering 125% of the cost of the required improvements. See sample certificate in Appendix E.
20. Drainage Certificate signed by a State of Illinois Registered Professional Engineer and the owner of the land or his duly authorized attorney. See sample certificate in Appendix F.

21. Certificate of the Williamsville School District that the tract of land is within the Williamsville School District. See sample certificate in Appendix G.

22. A certificate from the County Clerk indicating there are no delinquent taxes due on the property. See sample certificate in Appendix H.

## **FINAL PLAT, APPROVAL**

When the subdivider has filed with the Village Clerk during regular business hours, an original tracing of the Final Plat and twelve (12) prints thereof and the Planning Commission has determined at its next regular meeting that the Final Plat conforms to the previously approved Preliminary Plan, including any condition which may have been required by the Planning Commission in approving said Preliminary Plan and that said Final Plat meets the requirements of SECTIONS IX and X, the following shall be printed or stamped upon the original tracing and prints thereof and signed by the Chairman of the Williamsville Planning Commission to-wit:

"This Final Plat of subdivision is recommended for approval, subject to certification by the Village Engineer, that all required improvements stated in the Williamsville, Illinois Subdivision Regulations have been constructed satisfactorily or that a certified check, letter of credit or satisfactory bond guaranteeing completion of such construction has been filed with the Village Clerk for the Village of Williamsville."

DATED: \_\_\_\_\_

WILLIAMSVILLE PLANNING COMMISSION

By: \_\_\_\_\_  
Chairman

The Planning Commission shall then transmit the endorsed original tracing of the Final Plat and two prints thereof to the Village Board of Trustees, with a letter of transmittal in triplicate calling attention to any variations or exceptions to the requirements of this ordinance recommended by the Planning Commission under the authority of SECTION XV hereof, and setting forth its reasons for recommending the same. One print of said Final Plat so endorsed and a copy of all certificates shall remain on file in the office of the Village Clerk for the Planning Commission.

## **FINAL PLAT, PLANNING COMMISSION ACTION**

Upon receipt of a Final Plat and prints thereof so endorsed by the Planning Commission, the Village Clerk shall send the original tracings and one print thereof with a copy of the letter of transmittal from the Planning Commission to the Village Engineer.

## **FINAL PLAT, VILLAGE ENGINEER**

The Final Plat shall not be approved by the Village Board of Trustees until the Village Engineer has certified thereon that the required improvements specified by this ordinance have been constructed in a satisfactory manner in accordance with the minimum standards established by this ordinance, or that, in lieu of such prior construction, said subdivider has filed with the Village Clerk, with the approval of the Village Engineer, a surety bond, letter of credit or time certificate of deposit in escrow.

No Final Plat shall be approved by the Village Board of Trustees until the Village Engineer certifies that the required improvements have been constructed or recommends that the Board of Trustees accept a surety bond, letter of credit or a time certificate of deposit in escrow in lieu of the required improvements to be constructed. Said surety bond, letter of credit or certified check shall be deposited with the Village Clerk for street grading, pavements, sidewalks, curbs and gutters, signs, alley improvements including storm sewer systems, sewage systems and water supply systems, in the amount equal to the estimated cost of such improvements plus twenty-five (25%) thereof assuring completion of said required improvements within a two year period from the date of posting the surety bond.

The Village Board of Trustees shall approve the form of the surety bond or letter of credit.

An appropriate certificate signed by the Village Engineer, which will accompany the Final Plat. See sample certificate in Appendix E that may be used.

In addition to the Subdivision Bond (the bond covering 125% of the estimated cost of the public improvements), the contractor or contractors hired by the developer to construct the public improvements in accordance with the construction plans approved by the Village Engineer shall provide a dual obligee Performance and Payment Bond in the amount of 100% of contract amount of construction with the developer and the Village of Williamsville being shown as beneficiaries in the event that the contractor does not complete the construction per contract requirements or contractor's work is unacceptable.

The Village of Williamsville shall approve the Performance and Payment Bond prior to the start of any construction of the required public improvements for the proposed development. The performance and payment bond shall also provide for a warranty period of one year, that is, after the public improvements have been completed and accepted by the Village of Williamsville, if there should be any failure of the public

improvements constructed within the first twelve (12) months, the contractor agrees to repair said failures or the bond will be called upon to pay for 100% of the cost to repair said failures.

If the improvements are not completed within the two (2) year period of time by the subdivider, owner, or his contractor, the Surety Company shall be responsible for the completion of the work within the next twelve (12) months and the surety bond, letter of credit or time certificate of deposit shall be used for the completion of the work as arranged by the Village Board. Any unexpended balance shall be returned to the subdivider or owner.

### **FINAL PLAT, APPROVAL**

When the Village Board of Trustees determines that the Final Plat has been recommended for approval by the Planning Commission and that the Village Engineer has executed the certificate required in this section, and that the required improvements either have been installed in the manner specified by this ordinance, or that said surety bonds, letters of credit or certified checks are in a form and amount sufficient to assure completion, the Village Board of Trustees may, approve said Final Plat and the Village Clerk shall certify to the same, and thereupon the original of said Final Plat shall be delivered to the subdivider.

### **RECORDING OF FINAL PLAT**

When such Final Plat has been approved by the Village Board of Trustees and certified by the Village Clerk, it shall be recorded in the office of the Recorder of Deeds of Sangamon County, Illinois.

### **ACCEPTANCE OF STREETS**

In any plat of a subdivision containing streets or thoroughfares which are therein reserved for dedication to public use, the approval of the street or thoroughfares by the Village Board of Trustees and the Village Engineer shall constitute the acceptance of such streets or thoroughfares to the extent provided by an Act to revise the law in relation to plats, approved March 21, 1874, 765 ILCS 205 Illinois Compiled Statutes - Chapter 109, Illinois Revised Statutes, as amended.

## SECTION IX - MINIMUM DESIGN AND LAYOUT STANDARDS

The following standards and requirements shall apply to all new subdivisions of land; and they shall be interpreted to encourage and facilitate better physical quality within this area.

### 1. Conformity to Community Plans

The location and width of all streets shall conform to the Official Plan for streets and thoroughfares that have been adopted pursuant to the requirements of the State Statutes for the Village.

### 2. Street Plan

The arrangement, character, extension, width and location of all streets shall be considered in their relationship to existing and planned streets; to reasonable circulation of traffic within the subdivision and adjoining lands; to topographic conditions, to runoff of storm water; to public convenience and safety; and in their appropriate relationship to the proposed uses of the area to be served.

#### A. Width of Streets and Alleys

All right-of-way widths shall conform to the following dimensions:

Major Thoroughfares - 120 feet (or less as shown on the Village Plan)

Collector Streets - 60 feet minimum

Minor Streets - 50 feet minimum

Dead-end Streets - 50 feet minimum  
(Cul-de-Sac)

Marginal Access Streets - 50 feet minimum

Alleys - 20 feet minimum

Pedestrian Ways - 30 feet minimum

Right-of-way width of major traffic arteries, including interstate and limited access routes, parkways and major and secondary thoroughfares, shall be in accord with the more restrictive state, county, township or village plans having legal jurisdiction over said right-of-way width.



## B. Alignment and Continuation

Where streets are not a part of the Official Plan, or the plan of another agency having jurisdiction noted above, the arrangement of the streets in a subdivision shall provide for the alignment and continuation of the appropriate extension of existing principal streets in surrounding areas, or shall conform to an approved plan for the neighborhood which meets a particular situation where topographic or other conditions make continuance of, or conformance to, existing streets impracticable.

## C. Additional Width of Existing Streets

Subdivisions that adjoin existing streets shall dedicate additional right-of-way if necessary to meet the minimum street width requirements set forth in this section as follows:

(1) The entire additional right-of-way shall be provided where the subdivision is on both sides of the existing street.

(2) When the subdivision is located on only one side of an existing street, one-half or more of the required additional right-of-way shall be provided as deemed necessary by the Planning Commission and the Village Engineer.

## D. Minor Streets

Minor streets shall be so aligned that their use by through traffic will be discouraged.

## E. Cul-de-sac and Temporary Dead-end Streets

(1) Cul-de-sacs shall not be more than 500 feet in length (measured from street of origin to end of right-of-way) unless necessitated by some unusual conditions of topography. They shall be provided at the closed end with a circular right-of-way of at least 120 feet in diameter for turning movements. The entering and exiting radius for the turnaround right-of-way shall be at least 25 feet.

(2) Temporary Dead-end - Where it is necessary to provide for street access to adjoining property not yet subdivided, proposed streets shall be extended by dedication to the boundary of such unsubdivided property. Such temporary dead-end streets that serve more than four lots shall be provided with a temporary turnaround

right-of-way having a right-of-way diameter of 100 feet. The entering and exiting radius for the temporary turnaround shall be at least 25 feet.

#### F. Marginal Access Streets

Marginal access streets shall be located in the rights-of-way of the limited access route or thoroughfares. Additional land for right-of-way, needed to secure designated width (measured from the center line of the established street) for thoroughfares shall be reserved in the subdivision plat.

#### G. Half Streets

Half streets shall be prohibited, except where essential to reasonable development of the subdivision in conformity with other requirements of the regulations and when the Planning Commission finds that it will be practicable to require the dedication of other half when the adjoining property is subdivided.

#### H. Private Streets and Reserve Strips

There shall be no private street platted in any subdivision. Every subdivided lot shall be served from a publicly dedicated street. There shall be no reserve strips controlling access to streets and there shall be no reserve strips or areas enabling access to interior lots from streets in residential subdivisions.

#### I. Alleys

Alleys are not permitted in residential areas unless deemed necessary by the Planning Commission. Service access or alleys may be required to some or all lots to be used for business and industrial development.

#### J. Pedestrian Ways

Pedestrian Ways with a minimum width of thirty (30) feet shall be provided to facilitate pedestrian movement in the neighborhood. Such way is required in all blocks that are more than 800 feet long and for access to community facilities that do not have pedestrian access from two or more streets.

#### K. Restriction of Access

It is recommended that provisions be made to separate through and local traffic thus providing for residential properties, and to serve proposed residential lots that abut thoroughfares and highways by providing:

- (a) marginal access streets;
- (b) lots backing to the thoroughfares with screen planting along the rear of such lots;
- (c) deep lots fronting on the thoroughfare with rear service alleys.

#### L. Railroad Crossings

Where a subdivision abuts a railroad right-of-way, the number of streets crossing the railroad shall be kept to a minimum and shall be located to facilitate grade separation.

#### M. Street Names

A proposed street, which is in alignment with and joins an existing and named street, shall bear the name of the existing street. The use of the suffix "avenue", "boulevard", "court", "drive", "driveway", "place" or "street" or similar description shall not be deemed a sufficient distinction between names of a street having a common prefix. The Sangamon County E911 Coordinator will review all street names.

#### N. Driveways

The appropriate highway authority having jurisdiction of the street or thoroughfare shall approve all access for driveways to a street or thoroughfare.

### 3. Technical Street Design Standards

#### A. Street Grades

The following design standards shall prevail:

Thoroughfare and Collector Streets - Not less than 0.4 per cent or to exceed 5 per cent.

All other streets - Not less than 0.4 percent or to exceed 8.0 percent.

#### B. Street Jogs

Street centerline offsets shall not be less than 150 feet.

#### C. Intersections

Street intersections shall be as nearly at right angles as is possible, and no intersections shall be at an angle of less than sixty degrees.

#### D. Horizontal Curves

Street center lines that deflect from each other at any one point by more than 10 degrees shall be connected by a curve with a radius of not less than 300 feet for collector streets and 150 feet for minor streets, provided that a 300 foot stopping sight distance is established. Tangents of at least 50 feet in length shall be introduced between reverse curves on and between collector streets.

#### E. Vertical Curves

Different connecting street gradients shall be connected with vertical parabolic curves. Minimum length in feet of these curves shall provide a stopping sight distance of not less than 300 feet with an eye-height of 3.75 feet and an object height of 6 inches to be met in calculation.

#### F. Drainage

Storm sewers, culverts and related installations shall be provided to permit unimpeded flow of natural watercourses, to drain all low points along streets, and to intercept storm water run-off along streets at intervals reasonably related to the extent and grade of the area Drained. In the design of storm sewage installations, special consideration shall be given to avoidance of problems, which may arise from concentration of storm water run-off over adjacent properties. Storm water detention shall be provided for the 10-year and 100-year storm event.

#### G. Design Standards

The Village Engineer shall establish other detailed street standards not specifically covered in these subdivision regulations.

#### H. Street Light Spacing

The spacing for streetlights shall be 160 feet to 180 feet on

alternating sides of the streets. Street Lights shall be placed on property lines. If the lot widths are such that the above-mentioned requirements cannot be met, it will be the responsibility of the subdivider to request a variance on the street light spacing. In addition, street lighting must be approved by the Village Superintendent or other authorized Village Official with the existing street lights.

#### 4. Easements

Easements with a minimum width of twenty (20) feet shall be provided for any overhead or underground utility service, including storm water drainage where necessary in or over undedicated land. Insofar as possible, easements shall be located at the front of each lot and along such lines as to provide continuity of alignment from block to block.

Where a subdivision is traversed by a watercourse, drainage way, or stream, there shall be provided a drainage easement conforming substantially to the lines of such watercourse. It shall include an additional area, 20 feet wide, adjoining both edges of the established area that has been affected by damaging floodwaters, as certified by the subdivider's engineer.

#### 5. Sizes of Blocks

In residential subdivisions blocks shall not be less than four hundred nor more than fourteen hundred feet in length; measured along the greatest dimension of the enclosed block area. In blocks over 800 feet in length, the Planning Commission will require a pedestrian way and crosswalks through such block to facilitate pedestrian movement and to provide more direct access to schools, parks or other facilities. Blocks shall be wide enough to allow lots of a minimum depth of 100 feet. Blocks must fit readily into the overall plan of the subdivision and the design must evidence consideration of lot planning, easy traffic circulations and provide space for public land uses as may be needed in the neighborhood.

#### 6. Lot Standards

All lots shall have the minimum width and areas required by the Williamsville Zoning Ordinance except that where on site sewage disposal and/or water supply are proposed, the following additional requirements regarding lot width and area must be observed to protect the public health and welfare.

##### A. For areas without public sewer and water

(1) In residential subdivisions where only a public sanitary sewer system is provided, lots for single-family detached dwellings shall have a minimum area of 10,000 square feet and minimum lot frontage of 60 feet at the building line.

(2) In residential subdivisions where only a public water system is provided, lots for single-family detached dwellings shall have a minimum size of 20,000 square feet and a minimum frontage of 80 feet at the building line provided that the subdivider must prove to the satisfaction of the Planning Commission that the soil and the lot area for a private sewage disposal system is suitable for the absorption of effluent without contamination of any drinking water supply or creating undesirable sanitary conditions. The Sangamon County Department of Public Health shall approve the type of private sewage disposal system to be installed and inspect the installation of the proposed private sewage disposal system.

#### Percolation Test

The use of a percolation test to determine the suitability of the soil to accept effluent from a septic system will no longer be allowed. A soil analysis shall be used in accordance with the requirements of the Sangamon County Department of Public Health.

#### Ground Water and Other Obstructions

The maximum elevation of the ground water table should be at least four feet below the surface. Rock formation or other impervious strata should be at a depth greater than four feet below the bottom of the trench or seepage pit. In general, all subsurface absorption systems should be kept at least 100 feet from any water supply well, 50 feet from any stream or watercourse, 20 feet from dwellings and 10 feet from property lines. Unless these conditions are met, the Planning Commission may recommend that the site is unsuitable for subsurface sewage-disposal systems.

(3) In residential subdivisions where individual sanitary sewers and wells, including but not limited to aeration systems and septic tanks, are to be provided, lots for single-family detached dwellings shall have a minimum area of 43,560 square feet or one (1) acre and a minimum lot frontage of 150 feet at the building line.

B. Side lines of lots shall be at right angles or radial to the street line or substantially so. Along curvi-linear street lines, side lines or lots formed by radial projections shall form a lot having not less than 20 feet across the rear property line.

C. Butt lots shall be platted ten feet wider than the average interior lot in developments containing lots less than 10,000 square feet in area.

D. The building setback lines shall conform to the front yard setback lines set forth in the Williamsville Zoning Ordinance.

E. Double frontage lots shall not be permitted except by Planning Commission approval in instances where (1) lot backs upon a thoroughfare; and (2) topographic or other conditions make subdividing otherwise unreasonable, then such double frontage lots shall have an additional depth of at least 20 feet for a protective screen planting on one frontage.

F. Lots abutting upon watercourses, drainage ways, channels or streams shall have an additional depth or width as required, to provide an acceptable building site.

## 7. Commercial and Industrial Subdivisions

Subdividing land for commercial and industrial use on a lot by lot basis shall be discouraged.

## **SECTION X - PARKS, STREETS, AND OTHER PUBLIC OPEN SPACE**

Due consideration shall be given to the allocation and suitably of locating areas of adequate size for schools, parks, streets and playground needs for local or neighborhood use as well as areas needed for other public uses.

Where a proposed school, neighborhood park, or other recreation area, shown on the Comprehensive Plan, is located in whole or in part in the applicant's subdivision, the Chairman of the Planning Commission may require as a condition of final approval that such space within the subdivision be reserved and not developed for a period not to exceed one year from the date of such final approval so that within said period the appropriate public agency may acquire said land in the manner provided by law and before it is developed for some purpose not within the Comprehensive Plan. If the land is not so acquired and no legal acquisition is filed by such public agency within such period, said reservation shall be no further in effect and such lands then may be used for other purposes consistent with municipal regulations.

If a street is shown on the Comprehensive Plan, the street shall be constructed by the subdivider at his /her expense. The location of the street will not have to be at the exact location as shown on the Comprehensive Plan. The Planning Commission shall approve the final location of the proposed street.

## **SECTION XI - REQUIRED IMPROVEMENTS**

A Final Plat for subdividing shall be approved by the Village Board only after receipt of a statement signed by the Village Engineer certifying that the plans and specifications for improvements described therein have been prepared by a Registered Professional Engineer licensed in the State of Illinois and that construction conforms with the requirements under SECTION VIII of this regulation, and meets the minimum requirements of all applicable ordinances of the State, County and Village in compliance with the following:

### **1. Streets, Alleys, Monuments, Pedestrian Ways and Public Utilities**

A. An Illinois Registered Professional Engineer or an Illinois Registered Land Surveyor acting for the subdivider shall meet with the Williams Township Highway Commissioner and the Chairman of the Streets and Alleys Committee of the Williamsville Board of Trustees on the location of the subdivision and shall present sufficient data and information relative to the proposed street improvements to insure satisfactory grading and drainage. The Williams Township Highway Commissioner may refer matters that require additional clarification to the County Engineer.

B. The subdivider shall enter into a contract with the Williamsville Board of Trustees wherein for the consideration of the acceptance of the street improvements by the Commissioner, the subdivider agrees to construct streets in the subdivision to the standards prescribed herein at his own expense with no cost to the township or the county. The subdivider shall post a surety bond, letter of credit or certified check for completion in the full



amount of the cost of construction plus 25 percent for all the required improvements listed herein as estimated by a Registered Professional Engineer or Registered Land Surveyor who has been approved by the governing authority to insure the faithful performance of this contract.

#### C. Plans

Streets shall be completed to the grades shown on plans, profile, and cross-sections provided by the subdivider and prepared by a Registered Professional Engineer.

#### D. Grading

(1) The full width of the right-of-way shall be graded including the subgrade of the areas to be paved.

(2) All stumps and trees that cannot be saved, boulders, and similar items shall be removed.

(3) All grading in the subdivision shall be related to the topography of the surrounding area. All street embankments shall be raised at least one and one-half feet above high water.

#### E. Surface Water Drainage

(1) The subdivision shall have an adequate storm water detention and storm water system, which shall be connected to an approved outlet.

(2) In subdivisions, in business and industrial districts, underground storm sewer systems shall be constructed throughout the subdivision and connected to an approved outlet.

#### F. Subsurface Water Drainage (sump pump discharge)

The developer shall provide a plan to handle the discharge of sump pump water.

## G. Minimum Pavement Widths

(1) All streets shall be improved with pavements to an overall width in accordance with the following minimum dimensions:

Type of Street	Pavement Width*
	*(edge of pavement to edge of pavement)
Major Thoroughfares	In accordance with Federal, State, County or Local plans.
Collector	27 feet
Minor Street	27 feet
Cul-de-sac	27 feet
Marginal Access Street	27 feet
Half Street	½ the width of the proposed street but not less than 20 feet.

(2) Pavement in cul-de-sac turnarounds in all developments shall have a minimum diameter of 90 feet, measured from edge of pavement to edge of pavement, with a "V" type gutter. The entering and exiting radius of a turnaround shall be at least 30 feet.

(3) Streets in industrial or business subdivisions may be required to have greater width as directed by the Planning Commission.

## H. Roadway Surfacing

1. Illinois Bearing Ratio tests of the soils under the proposed street including the width of the curb & gutter shall be required for all streets before surfacing, base, and sub-base thicknesses are determined. The Village Engineer shall review findings of the subdivider's engineer before and after the design of the roadway surfacing takes place.

2. The Village Engineer shall be given 48 hours notice to inspect the prepared subgrade prior to the placement of any sub-base, base or pavement structure. Compaction tests will be required, at a minimum, every 100 lineal feet with the locations of the tests to be determined by the Village's Engineer. This frequency of the compaction testing will also be required for any sub-base or base

course construction.

3. Pavements shall be installed and materials shall conform to the applicable articles of the most recent edition of the "Standard Specifications for Road and Bridge Construction" adopted by the Illinois Department of Transportation.

4. Pavements shall be constructed in accordance with the table below.

#### MINIMUM DESIGN CRITERIA BY TYPE OF STREET

##### Type

1) Flexible Pavement: 3" Bituminous Concrete, Class I (1-1/2" binder course & 1-1/2" surface course). Aggregate Base Course, Type A (CA-6), 8".

2) Rigid Pavement with sub-base - Portland Cement Concrete, Class SI, (Non-Reinforced) - 6". Aggregate Sub-base, Type A (CA-6), 4".

3) Rigid Pavement without sub-base - Portland Cement Concrete, Class SI, (Non-Reinforced) - 7".

##### Variance from minimum design criteria by type of street

The developer may file a written application for a variance with the Planning Commission from the minimum characteristics by type of street for pavement thickness as follows:

(a) The developer shall attach to the application the recommendations of a Registered Professional Engineer regarding the variance requested in the pavement thickness and all documentation supporting said engineer's recommendations.

(b) The Planning Commission shall forward said application and documentation to the Village Engineer for review. The Village Engineer shall report its findings to the Planning Commission. The Planning Commission, after a public hearing, shall make a recommendation to the Village Board to either grant or deny the requested variance.

(c) The Village Board shall make the final determination as to whether to grant or deny the requested variance.

(d) The developer shall reimburse the Village of Williamsville for all of the Village's expenses associated with the review of the requested variance, including, but not limited to, the costs and fees of the Village Engineer. Said reimbursement shall be made prior to the Village Board's granting or denying the requested variance.

5. In order to ensure compliance, developers must contact the Streets Chairman, the Village President, a Village Trustee or the Village Streets Superintendent, 48 hours in advance of the specified construction activities. The Streets Chairman, Village President, Village Trustee or Village Streets Superintendent will in turn notify the Village Engineer so that construction approval can be obtained. In order to minimize construction delays, two (2) signatures from the Streets Chairman and the Village President or one other Board Member along with documentation of the approved activity, will suffice as an interim approval to continue construction and only after consulting with the Village Engineer. This document will be kept on file in the Village Office.

A copy of the subdivision regulations will be sent to all developers (within the village) with a cover letter informing them of the specific construction activities that require prior approval from the Village Engineer. This letter should be sent via certified mail. Developers will be encouraged to seek clarification of the subdivision regulations through the Village Board.

Comprehensive list of construction activities that require prior approval are as follows:

1. Grading
2. Sanitary Sewer Construction
3. Storm Sewer Construction
4. Curb & Gutter Construction
5. Base Course Construction
6. Water Main Construction
7. Street Light Construction
8. Binder and Surface Course Construction

#### I. Curbs and Gutters

All subdivisions shall be provided with portland cement concrete

valley gutters. Valley gutters shall not be less than 24 inches in width and not less than eight (8) inches thick where the gutter abuts the street pavement.

#### J. Sidewalks

Portland Cement Concrete (Class SI Mix) at least four (4) feet wide and four inches thick with a slope conforming to all other Sidewalk Ordinances of the Village of Williamsville shall be required on both sides of a street in all subdivisions and along the perimeter of the subdivision within two (2) years by the developer at which time a reduction in the amount of the letter of credit may be granted. Additionally, six (6) inch thick concrete with longitudinal #4 reinforcement bars on 12 inch centers with transverse #4 reinforcement bars on 24 inch centers shall be required at locations where driveways cross sidewalks at the time of driveway construction by the contractor and/or prior to occupancy.

#### K. Unpaved Areas

All unpaved areas within the dedicated street area shall be graded and seeded in an approved manner. The seeding shall be completed prior to acceptance of the streets.

#### L. Curb Corners

All curb corners shall have a minimum radius of not less than 30 feet.

#### M. Storm Water Inlets

Storm water inlets or outlets and culverts shall be provided within the roadway improvements at points so as to facilitate adequate storm water runoff from the street pavement. The minimum design and specification for such structure shall be obtained from the Village Engineer.

#### N. Street Name Signs

A four-way metal street sign shall be installed at each street

A sewer shall be considered to be accessible for extension to a given area anytime after engineering studies have been authorized and completed, and the construction of facilities adequate to serve the area containing the subdivision have been programmed for completion within a reasonable time.

B. Where no public system is accessible, individual disposal systems shall be provided on each lot. A soil analysis of the soil on each lot shall be performed for determining whether or not the installation of individual private sewage disposal systems are feasible. Such tests shall be performed in accordance with the requirements of the Sangamon County Department of Public Health. The results of these tests shall be made known to the Planning Commission and the Sangamon County Department of Public Health. In the event that individual systems are not feasible, a group sewage disposal system may be required.

Individual sewage disposal systems shall consist of a septic tank and tile absorption field or other approved sewage disposal methods. All such systems shall be constructed in accordance with the Sangamon County Department of Public Health's requirements, as in existence from time to time.

C. Sanitary sewers shall not be used to carry storm water, surface water, subsurface water or discharge from sump pumps.

D. All principal sanitary sewer lines shall be located within the street right-of-way or public easement.

E. Each lot shall have an individual service line. The service line connection to the main shall be located at the front of the lot. Rear lot service line connections or service lines in excess of 100 feet shall not be permitted without a variance.

### 3. Water

A. Where adequate public water supply is available, as determined by the Planning Commission, the subdivider shall construct a system of water mains not less than 6" in diameter. Water service connections shall be installed to the property line for each lot. When the lots are developed, the improvements shall be connected to the public water system.

B. Each lot line shall have an individual service line. The service line connection to the main shall be located at the front of the lot. Rear lot

service line connections or service lines in excess of 100 feet shall not be permitted without a variance.

C. Fire hydrants which should be installed throughout the entire system at intervals of approximately 200 feet radius as a part of the same public water system.

All fire hydrants in residential areas and in commercial areas should have at least a 6" barrel and shall be provided with two (2) 2-½" hose connections and one steamer connection. All fire hydrants shall meet National Standard specifications and shall be approved by the Village of Williamsville.

## **SECTION XII - INSPECTION AT SUBDIVIDER'S EXPENSE**

All required improvements to be installed under the provisions of this ordinance shall be inspected at the subdivider's expense. An Illinois Registered Professional Engineer, approved by the Village Board, as agent for the subdivider or owner, shall conduct an inspection on the job during the process of construction. When the work is completed, the Registered Professional Engineer shall certify to the Village Board of Trustees that the work complies in all respects with the approved plans and specifications. As part of the certification process, the Registered Professional Engineer shall submit two (2) copies of as-built plans to the Village Clerk. The Village Clerk shall retain one (1) copy for his/her records and transmit one (1) copy to the Village Engineer.

## **SECTION XIII - FEES**

In order to cover the costs of examining plans and other expenses incidental to the approval of a subdivision, the subdivider shall pay the following fees:

- 1) \$500.00 to the Village Clerk, at the time of filing with the Village Clerk for submitting the Preliminary Plan for the subdivision.
- 2) \$100.00 per lot, prior to receiving Final Plat approval for the Village Board, plus all costs incurred by the Village of Williamsville including, but not limited to, its engineering and legal fees associated with the subdivision.

There shall be no refund of any portion of the above fees once the subdivider has paid said fees to the Village Clerk.

## **SECTION XIV - REVIEW OF ADVERSE PLANNING COMMISSION DECISIONS**

If the Planning Commission decides that the areas shown on acreage proposed to be subdivided, or a part thereof, may not be subdivided, or disapproves a preliminary plan or final plat, the subdivider may file with the Village Clerk a petition to the Village Board for review of such decision of the Planning Commission, pointing out those parts of the decision to which the subdivider objects. In such event, a public hearing on the sufficiency or propriety of said acreage proposed to be subdivided, or a part thereof, Preliminary Plan or Final Plat shall be conducted by the Village Board, after notice thereof has been mailed by the Village Clerk at least one week before the hearing to the person or persons who requested the review; provided, however, that any matter which was the subject of a previous hearing before the Village Board in connection with the same proposed subdivision shall not be the subject of a second hearing.

After the conclusion of any such hearing, the Village Board may affirm or modify the order or decision of the Planning Commission, or approve the acreage proposed to be subdivided, or a part thereof, Preliminary Plan or Final Plat. If the acreage proposed to be subdivided, or a part thereof, or Preliminary Plan, is so approved by the President of the Village Board of Trustees, the subdivider shall proceed before the Planning Commission with the next step provided by this ordinance.

## **SECTION XV - VARIATIONS AND EXCEPTIONS**

Variations The Planning Commission may recommend a variation from the requirements of subdivision planning procedure or required improvements in specific cases when the tract to be subdivided is of such unusual size, shape or character or is surrounded by such development or unusual conditions that the strict compliance with the requirements of this article would result in substantial hardship or injustice, or when a comprehensive group housing development is proposed. In recommending any variation, the Planning Commission shall take into account the nature of the proposed use of land, the existing use of land in the vicinity, the population in the proposed subdivision and the probable effect of the proposed subdivision upon traffic conditions in the vicinity, and shall recommend only those variations that will allow the subdivider to develop his property in a reasonable manner and that will at the same time preserve the general intent and spirit of this article and protect the public welfare and interests of the Village and surrounding area.

Application for any variation shall be submitted in writing by the subdivider at the time the Preliminary Plan is filed and shall state fully the grounds for the application and the facts relied upon by the petitioner. The Planning Commission shall consider such application at the review of the Preliminary Plan and give its written recommendations thereon, with the reasons therefore, at the time of its approval or disapproval of said plan.



Exceptions - Minor Subdivisions The Final Plat, in the form of the original tracing and twelve (12) prints, of any proposed division of a parcel of land along an existing public street not involving the opening, widening or extending of any street or road or the construction of public utilities, and which results in creating no more than five (5) lots may be submitted as outlined in SECTION VIII for acceptance along with the number of copies of the location map as required in SECTION VI to the Planning Commission and without following the procedures outlined in SECTION V and SECTION VII.

Should the Planning Commission be satisfied that the proposed Final Plat is not contrary to applicable platting, subdividing or zoning regulations, it may approve such subdivision. The procedures following Planning Commission approval shall be in accord with the requirements in SECTION VIII of this ordinance.

## **SECTION XVI - ENFORCEMENT**

No plat of any subdivision may be entitled to be recorded in County Recorders Office or have any validity until it shall have been approved in a manner prescribed in these regulations.

## **SECTION XVII - TRACT SURVEY**

### **A.) Purpose.**

- 1.) Tract survey approval shall be required as set forth in Section III.
- 2.) Tract survey approval is designed to insure that all division of land comply with the State Plats Act, right-of-way and lot area and lot configuration requirements of this Section, and the appropriate zoning ordinances.

### **B.) Submission Requirements.**

When a tract survey is required by this Section, the following shall be submitted:

- 1.) North arrow, scale and date.
- 2.) Name, address and phone number of the land surveyor and owner.

- 3.) Land survey showing right-of-way dedication in fee simple in conformance with the Arterial Road way Network Plan.
- 4.) A certificate provided by the subdivider from the Sangamon County Clerk indicating that payment of taxes is not delinquent.
- 5.) Certification by an Illinois Professional Land Surveyor, together with the surveyor's seal, attesting to the accuracy of the survey.
- 6.) Owner's written acknowledgement of the survey and right-of-way or easement dedication in fee simple on the Final Plat.
- 7.) Statement indicating whether or not any part of the land surveyed is located in a Special Flood Hazard Area.
- 8.) Location of 100-year floodplain, if applicable.
- 9.) Location of all buildings and their distances from front, rear and side property lines.
- 10.) Parcel identification number.

#### C.) Review Process

- 1.) One (1) original and twelve (12) copies of the tract survey shall be submitted to the Plat Officer accompanied by the appropriate fee.
- 2.) The Plat Officer shall review the survey to insure that it conforms to the pertinent requirements of the Section. The owner shall be notified of tract survey approval or disapproval within seven (7) working days.
  - a.) Disapproval. If the Plat Officer finds that the tract survey does not meet the requirements of the code, the disapproval and noncompliance found shall be specified in writing.
  - b.) Approval. If the Plat Officer finds that the tract survey does meet the requirements of this code, the following shall be printed or stamped on the original and prints and signed by the Plat Officer.

County of Sangamon )  
 ) ss  
 State of Illinois )

I, \_\_\_\_\_, Chairman of the Planning Commission and Plat Officer for the Village of Williamsville, do hereby approve this tract survey, based upon my review, in accordance with the provision of this Section and approval of the Plat Officer, in accordance with the provisions of the Subdivision Regulations of the Village of Williamsville, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
 Chairman, Planning Commission  
 Village of Williamsville

The Village Clerk shall keep one (1) copy and transmit four (4) copies of the approved tract survey to the owner for recording.

After the tract survey has been approved, the original shall be recorded in the Office of Recorder of Deeds of Sangamon County, Illinois. If the tract survey is not recorded within 180 days of the Planning Commission's approval, the approval shall be null and void.

**SECTION XVIII - RECORD OF PLATS**

All of such plats of subdivision, after the same have been submitted and approved as provided in this ordinance, shall be filed and kept by the County Recorder in the appropriate sections of the records of the County of Sangamon, Illinois.

**SECTION XIX - SEPARABILITY**

If any section, subsection, sentence, clause, phrase or portion of this article is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

**SECTION XX - PENALTY**

The Village President shall issue a "Stop Work Order" if a subdivider violates any of the provisions of this ordinance. No work in the subdivision shall proceed until the work done in violation of these regulations has been corrected to the satisfaction of the Village Engineer.

If a subdivider continues work in violation of the "Stop Work Order" the subdivider shall be subject to a fine of \$750.00 for each violation. Each day a subdivider violates the "Stop Work Order" shall be considered a separate violation. The foregoing fine shall not be the Village's exclusive remedy for violation of a "Stop Work Order", but shall be in addition to any other remedies provided by law.

**SECTION XXI - EFFECTIVE DATE; PUBLICATION**

This ordinance is urgently needed for the immediate preservation of the public health and safety and it shall be in full force and effect as of September 1, 2009. The Village Clerk is hereby authorized and directed to publish this ordinance in pamphlet form and the cover of said pamphlet shall show that said ordinance is published in pamphlet form pursuant to the authority of the Village Board of Trustees of Williamsville, Illinois, given for said publication.

**PASSED** \_\_\_\_\_

Date

**ATTEST** \_\_\_\_\_

Village Clerk

**SIGNED** \_\_\_\_\_

Village President

**IRREVOCABLE LETTER OF CREDIT**

Beneficiary:

Account Party:

Village of Williamsville

\_\_\_\_\_

Village Hall  
Williamsville, IL. 62693

\_\_\_\_\_

\_\_\_\_\_

Amount:

\_\_\_\_\_

Expiration Date:

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

Gentlemen:

We hereby establish our Irrevocable Letter of Credit No \_\_\_ in your favor for account of \_\_\_\_\_ (account party) for the amount of \$\_\_\_\_\_, available by your drafts at sight drawn on the \_\_\_\_\_ (bank) accompanied by:

a. Copy of letter from Village to \_\_\_\_\_ (account party) designated by the Village as a final inspection letter and detailing work to be completed including cost estimates.

b. Statement signed by the Village Engineer of the Village of Williamsville, Williamsville, Illinois, and the Village President, as follows: "The public improvements for which this credit no \_\_\_ is security have not been completed as required by the ordinances of the Village of Williamsville and \_\_\_\_\_(bank) is hereby released of liability under this credit no. \_\_\_ to the extent of each draw under the credit."

Except as otherwise expressly stated herein, this credit is subject to the Uniform Commercial Code as adopted in the State of Illinois.

We hereby agree with the drawers, endorsers and bona fide holders of drafts under and in compliance with the terms of this debt, that such drafts will be duly honored on due presentation to the drawee on or before \_\_\_\_\_(expiration date, two (2) years from date of Final Plat approval). All parties hereto agree that the outstanding obligation hereunder may be released only upon the written authorization of the Village Engineer of said Village of Williamsville and the Village President. This letter of credit shall be automatically extended for additional periods of one year from the expiration date or each future expiration date unless sixty (60) days prior to such date, the Bank shall notify you in writing, by registered mail at the above address, that we elect not to renew this letter of credit for such additional period. If we shall make such election, the Village Board of the Village of Williamsville shall release \_\_\_\_\_(bank) of all further obligation under this letter of credit at the end of said sixty-day period, provided, however, that nothing contained herein shall be construed to limit the right of the Village of Williamsville to make drafts against this letter until its initial expiration date or any date to which said letter is automatically extended as described above.

Attest: \_\_\_\_\_(Bank)

By \_\_\_\_\_

Date \_\_\_\_\_

PERFORMANCE AND PAYMENT BOND # \_\_\_\_\_

KNOWN ALL MEN THESE PRESENTS, that we \_\_\_\_\_

as Principal and \_\_\_\_\_, a corporation organized under the laws of the State of \_\_\_\_\_, with principal office at \_\_\_\_\_, as Surety, are held and firmly bound unto the:

Village of Williamsville \_\_\_\_\_, Developer  
141 W. Main Street & \_\_\_\_\_  
Williamsville, Illinois 62693 \_\_\_\_\_

(hereinafter called the **OBLIGEE**), in the penal sum of \_\_\_\_\_ Dollars (which is 100% of the cost of the public improvements for \_\_\_\_\_), for payment of which, will and truly to be made, we do hereby bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**WHEREAS**, the said Principal has heretofore entered into a contract with the **OBLIGEE** above named to satisfactorily complete the public improvements and warranty the public improvements for one year from \_\_\_\_\_, the date of acceptance by the Village of Williamsville, for the development known as \_\_\_\_\_.

**NOW THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH**, that said Principal shall satisfactorily complete the public improvements within 24 months from the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, pay all bills for labor, equipment and materials and indemnify the **OBLIGEE** against any loss or damage directly or indirectly arising by reason of any defect in the material or workmanship which may be discovered within 12 months of acceptance of said public improvements by the Village of Williamsville.

**PROVIDED, HOWEVER**, that in the event of any default on the part of said Principal, written statement of the particular facts showing such default and the date thereof shall be delivered to the Surety by registered mail, at \_\_\_\_\_, promptly and in any event within sixty (60) days after the **OBLIGEE** or his representative shall learn of such default.

Principal and Surety, jointly and severally, agree to pay all of the fees and costs, including reasonable attorney's fees, incurred by **OBLIGEE** in enforcing the provisions of this **PERFORMANCE AND PAYMENT BOND**.

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

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
Surety

By: \_\_\_\_\_

**WILLIAMSVILLE, ILLINOIS  
SUBDIVISION REVIEW CHECK LIST**

Name of Owner & Developer: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No: \_\_\_\_\_

Name of Engineer: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No: \_\_\_\_\_

Brief Description of Location: \_\_\_\_\_

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

**PRE-PRELIMINARY OR  
LOCATION MAP STAGE**

CHECK  
YES            NO

1. Has owner-developer discussed his plans with the Planning Commission Chairman?
2. Has the developer presented a sketch plan?
3. Are there any problems, i.e?
  - a. Can it be annexed?
  - b. Can it be served with water?
  - c. Can it be served with sewer?
  - d. Public road or street adequate for connections?
  - e. Near or in flood plain?
  - f. Frontage on state or county highway?
  - g. Problem with drainage?
  - h. Problems with electric or telephone utilities?
  - i. Is the zoning adequate for proposal?
  - j. Will schools be greatly affected by the proposed development?
  - k. Do you know the exact acreage to be developed?
  - l. Is the acreage presently in the inquirer's ownership?
  - m. Are there other special problems? NOTE: \_\_\_\_\_
  - n. How many lots does he expect to develop?

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_



**WILLIAMSVILLE, ILLINOIS  
SUBDIVISION REVIEW CHECK LIST**

Name of Owner/Subdivider: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Subdivision: \_\_\_\_\_ Acreage: \_\_\_\_\_

Name of Engineer: \_\_\_\_\_

**PRELIMINARY PLAN**

12 Prints Provided:  Yes  No (Circle One)

Drawing and Submission Material includes:

CHECK  
YES      NO

1. Subdivision name, owners name and address, Engineer's name and address?
2. North point, scale and date?
3. Acreage of development?
4. Location of streets, width location and dimension of lots to the nearest foot?
5. Easement lines?
6. Is additional street width dedication needed?
7. Any public park or open space?
8. Set back for houses noted?
9. Lot numbers?
10. Covenants for lots submitted?
11. Street named without repetition of names?
12. Correct legal description?
13. Contours 1 foot intervals or as required by Planning Commission?
14. Is access to lots of subdivisions from subdivision streets, not main thoroughfares?
15. Drainage and preliminary drainage calculations?

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

**WILLIAMSVILLE, ILLINOIS  
SUBDIVISION REVIEW CHECK LIST**

Name of Owner/Subdivider: \_\_\_\_\_ Date \_\_\_\_\_

Name of Subdivision: \_\_\_\_\_ Acreage \_\_\_\_\_

Name of Engineer: \_\_\_\_\_

**CONSTRUCTION PLANS**

3 Prints Provided                      Yes                      No                      (Circle One)

Plans and Submission Material includes:

CHECK  
YES              NO

The Design includes:

1. Streets that have any grades outside the requirements?
2. Do streets meet properly? (Not less than 150' between street centerlines for jogs.)
3. Any streets meet at less than 60 degrees?
4. Vertical curves ok?
5. Horizontal curves ok?
6. Drainage and culverts adequate?
7. Any reserve strips. (See P. \_\_\_ of Sub. Regs.)?
8. Are cul-de-sac less than 500 feet long?  
(500 ft. max.)
9. Is the right-of-way adequate?
10. Will there be wells?
11. Will there be septics?
12. Are lot frontages adequate for zoning requirements?
13. Do the lots have the required zoning square footage?
14. Is the soil adequate for septics? (if proposed)
15. Are some lots served by two streets?
16. Do lots back up to major thoroughfares?
17. Will streets be lower than housing sites?
18. Will curb and gutter be used?
19. Are cul-de-sac right-of-ways 120 feet in diameter? (120 ft. min.)
20. Do you know where storm water will go and will  
it run off faster than when in farmland? (New state law on subject.)
21. Will curb corners have a minimum radius of 30 feet?
22. Will sidewalks be 4 feet wide?

23. Are utility and drainage easements 10' wide?
24. Will all utilities be underground?
25. Are street lights planned?
26. Are street light cable easements needed?
27. Have developers been informed of the kind of fire hydrants required and a 200-foot service radius?
28. Are street name signs satisfactory to village?
29. Will soil be removed or added to the site?  
How many estimated cubic yards?
30. Have engineering plans for streets and grading been submitted to the Village Engineer for review? (If not, when will they be submitted?)
31. Are water lines to be stubbed to each lot?
32. Is the connecting sewer adequate to serve all the lots?
33. Is sewer line to be plastic?
34. Is any lot subject to flooding?
35. Does the plan conform to the comprehensive street plan? Land use plan? Recreation Plan?
36. Plans signed by the Village Engineer following Planning Commission approval.
37. Storm water detention plans and calculations available?
38. Erosion Control Plan available?
39. Has the Developer submitted a Performance and Payment Bond to be approved by the Village of Williamsville that provides for a 12 month warranty period after the public improvements are accepted by the Village?
39. Are Preliminary Covenants pertaining to Subdivisions Regulations available?

Reviewed by Village Engineer \_\_\_\_\_  
Date \_\_\_\_\_

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

**WILLIAMSVILLE, ILLINOIS  
SUBDIVISION REVIEW CHECK LIST**

Name of Owner & Developer: \_\_\_\_\_

Name of Subdivision: \_\_\_\_\_ Date: \_\_\_\_\_

Engineer: \_\_\_\_\_

**FINAL PLAT**

Original and twelve (12) prints provided.      YES              NO (Circle One)

The drawing and submission material includes:

CHECK  
YES              NO

1. Name of subdivision.
2. Name of owner and subdivider and date.
3. Graphic engineering scale.
4. North point.
5. Lot numbers.
6. Enough data to reproduce any line on the ground.
7. Dimensions to 100th of foot.
8. Width and names of streets.
9. Location and width of easements.
10. Location of survey monuments.
11. Accurate outline of areas intended for public use.
12. Description of land and monuments.
13. Certificates included
  - a. Ownership.
  - b. Notary Public.
  - c. Surveyor.
  - d. Fire Protection.
  - e. Planning Commission Approval.
  - f. Village Board Approval.
  - g. Drainage
  - h. School District
  - i. Tax
14. Do you have a file copy of the Covenants?
15. Are Pole (Power, etc.) anchor easements shown where needed?
16. Are street light easements shown?
17. For curves; are arcs, chords, tangency, central angles, length of curves and radii shown?
18. Bond given for public improvements, if all not in place + 25%.

19. Letter to Village Board recommending approval of Final Plat. See that Final Plat has a place for the Village President to give his/her approval and approval certificate enclosed.
20. Access to subdivision lots shall be from subdivision streets, not main thoroughfares.

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

**APPENDIX A**

**CERTIFICATE OF OWNERSHIP**

STATE OF ILLINOIS        )  
  )ss  
COUNTY OF SANGAMON )

This is to certify that the undersigned is the owner of the land described in the plat, and that he/she has caused the same to be surveyed and subdivided as indicated hereon, for the uses and purposes herein set forth, and does hereby acknowledge and adopt the same under the style and title hereon indicated.

Dated this \_\_\_\_ day of \_\_\_\_\_ A.D. 20 \_\_

\_\_\_\_\_

\_\_\_\_\_  
(Address)

**CERTIFICATE OF NOTARY PUBLIC**

STATE OF ILLINOIS        )  
  )ss  
COUNTY OF SANGAMON )

I, \_\_\_\_\_, a Notary Public in and for the County of \_\_\_\_\_ in the State of \_\_, do hereby certify that \_\_\_\_\_ personally known to me to be the same person(s) whose name(s) is (are) subscribed to the foregoing instrument, appeared before me this day in person and (severally) acknowledged that he (they) signed, sealed and delivered said instrument as his (their) free and voluntary act for the uses and purposes therein set forth.

Given under my hand this \_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_.

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

**APPENDIX B**

**CERTIFICATION BY THE SURVEYOR**

STATE OF ILLINOIS            )  
  )ss  
COUNTY OF SANGAMON )

This is to certify that I, \_\_\_\_\_, Illinois Land Surveyor No. \_\_\_\_\_, have surveyed and subdivided the following described property; (legal description) as shown on this plat which is a correct representation of said survey in feet and decimals thereof. I further certify that all regulations enacted by the Village Board relative to plats and subdivisions have been complied with in the preparation of this plan.

Given under my hand and seal at \_\_\_\_\_,  
Illinois this \_\_ day of \_\_\_\_\_ A.D., 20\_\_.

APPENDIX C

CERTIFICATE OF APPROVAL OF VILLAGE OF WILLIAMSVILLE

STATE OF ILLINOIS )  
 )ss  
COUNTY OF SANGAMON)

Approved this \_\_\_\_ day of \_\_\_\_\_ AD, 20\_\_.

\_\_\_\_\_  
Village President

I, \_\_\_\_\_, Village Clerk of the Village of Williamsville, Illinois, do hereby certify that the attached plat entitled " \_\_\_\_\_ " was accepted and approved by the President and Board of Trustees of said Village of Williamsville, Illinois, at its meeting held on this \_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_.

Given under my hand and seal of the Village of Williamsville this \_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_.

\_\_\_\_\_  
Village Clerk

SEAL

CERTIFICATION BY THE WILLIAMSVILLE PLANNING COMMISSION

STATE OF ILLINOIS )  
 )ss  
COUNTY OF SANGAMON )

Approved this \_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_.

By: \_\_\_\_\_  
Chairman of Planning Commission  
Village of Williamsville



**APPENDIX D**

**CERTIFICATE OF WILLIAMSVILLE FIRE PROTECTION DISTRICT**

STATE OF ILLINOIS        )  
  )ss  
COUNTY OF SANGAMON )

I, \_\_\_\_\_, of the Williamsville Fire Protection District hereby certify that the tract of land described by the attached plat is within the Williamsville Fire Protection District.

Dated at Williamsville, Illinois, the \_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_.

WILLIAMSVILLE FIRE PROTECTION DISTRICT

By: \_\_\_\_\_

**APPENDIX E**

**CERTIFICATION BY THE VILLAGE ENGINEER**

STATE OF ILLINOIS            )  
  )ss  
COUNTY OF SANGAMON)

I, \_\_\_\_\_, Village Engineer of Williamsville, Illinois, do hereby certify that the attached Final Plat has been examined by me and also that the subdivider's plans and specifications comply with the required improvements as set forth in **SECTION XI** of the Village of Williamsville, Illinois Subdivision Regulations.

I further certify that the required bond is posted with the Village Clerk for the completion of the required improvements covering street grading, pavements, sidewalks, curbs and gutters, sign, alley improvements including storm sewer systems, sewage systems and water supply systems in the amount of \_\_\_\_\_ which is equal to the estimated cost of such required improvements plus twenty-five per cent (25%) thereof.

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

By: \_\_\_\_\_  
Williamsville Village Engineer

**APPENDIX F**

**CERTIFICATION BY THE SUBDIVIDER'S ENGINEER**

\_\_\_\_\_ SUBDIVISION

STATE OF ILLINOIS                    )  
COUNTY OF SANGAMON            )ss  
VILLAGE OF WILLIAMSVILLE)

I, \_\_\_\_\_, a Registered Professional Engineer, licensed in the State of Illinois, do hereby certify that to the best of my knowledge and belief, the drainage of surface water will not be changed by the construction of the subdivision or any part thereof, or, that if such surface water drainage will be changed, reasonable provisions have 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 \_\_\_\_\_, A.D., 20\_\_.

By: \_\_\_\_\_  
          Engineer for

\_\_\_\_\_  
          Owner(s)/Subdivider(s)

\_\_\_\_\_  
          Subdivision

**APPENDIX G**

**CERTIFICATE OF WILLIAMSVILLE SCHOOL DISTRICT**

STATE OF ILLINOIS        )  
  )ss  
COUNTY OF SANGAMON )

I, \_\_\_\_\_, of the Superintendent for the Williamsville School District hereby certify that the tract of land described by the attached plat is within the Williamsville School District.

Dated at Williamsville, Illinois, the \_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_.

WILLIAMSVILLE SCHOOL DISTRICT

By: \_\_\_\_\_  
                  Superintendent

**APPENDIX H**

**CERTIFICATE OF THE COUNTY CLERK**

STATE OF ILLINOIS            )  
  )ss  
COUNTY OF SANGAMON )

I, \_\_\_\_\_, County Clerk for the County of Sangamon, State of Illinois do hereby certify that there are no delinquent taxes due on the property described on the attached Final Plat.

Dated at Williamsville, Illinois, this \_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_.

COUNTY OF SANGAMON, STATE OF ILLINOIS

By: \_\_\_\_\_(Seal)  
                  County Clerk