

SUBDIVISION CHECKLIST

Subdivision _____ Date _____

Developer _____ Number of lots _____

1. Annexation

a. Is annexation needed? Yes _____ No _____

If yes, current jurisdiction _____

2. Zoning

a. Current jurisdiction _____

b. Current zoning classification _____

c. Is rezoning necessary? Yes _____ No _____

If yes, proposed zoning _____

3. Minimum lot sizes in subdivision

a. Minimum lot Size _____

b. Minimum front yard _____

c. Minimum corner side yard _____

d. Minimum rear yard _____

e. Minimum side yard _____

4. Sewer and sewage treatment

a. Are public sewers available? Yes _____ No _____

b. Jurisdiction (FPA) _____

c. Are septic systems to be used? Yes _____ No _____

d. Location of nearest existing sewer _____

e. Will lift stations be needed? Yes _____ No _____

If yes, list the number of lift stations _____ 4/7/08

Subdivision checklist-continued

f. Is downstream capacity adequate? Yes _____ No _____

If no, explain _____

5. Water

a. Source _____

b. Nearest main _____

Size _____ Pressure _____

c. Comments on problems _____

6. Streets

a. Width R. O. W. _____

b. Width surface _____

c. Typical section _____

d. If existing street, list current jurisdiction _____

7. Sidewalks

a. Will sidewalks be provided? Yes _____ No _____

One side Yes _____ No _____

Both sides Yes _____ No _____

Typical section _____

Width of surface _____

8. Drainage

a. Any part of subdivision in flood area? Yes _____ No _____

b. Any part of subdivision in wetland area? Yes _____ No _____ 4/7/08

REQUIRED CERTIFICATES – PRELIMINARY PLATS

When a Preliminary Plat has been approved by the City Council, certificates from the following shall be placed on the Preliminary Plat:

	Date received
Planning and Zoning Commission	_____
City Engineer	_____
Soil Classifier	_____
City Council	_____

Subdivision review fee:

Preliminary plan; \$400.00 + \$10.00/acre _____

Deposit for reimbursement of fees:

Up to 2.0 acres; \$5000.00.
Greater than 2.0 acres but less than 20.0 acres; \$10,000.00.
20.0 acres or more; \$15,000.00. _____

City of Marengo Reimbursement of Fees Agreement (DEPOSIT)
Chapter 20 of the Marengo Municipal Code

All checks to be made payable to: **City of Marengo** 132 East Prairie Street, Marengo IL 60152

815-568-7112

DEPOSIT: In the event it is deemed necessary for the City to obtain professional services including but not limited to the following: attorneys, engineers, planners, architects, surveyors, traffic or drainage experts, or others consultants, in connection with the petitioner's request for the City to consider or otherwise take action upon any annexation, zoning change, subdivision development or other development upon real estate property. This is to be an initial deposit to be credited against fees and costs incurred for the described information below. (Fees (deposits) are Not cumulative. Only the highest applicable deposit for a multi-part proceeding is required) (amount are shown in chart below)

INVOICES: Regular invoices shall be sent to the petitioner for costs incurred, and the petitioner shall remit to the City within 30 days of said invoice to maintain required deposit amount. Interest in the amount of 1.5 percent per month shall accrue on all sums outstanding for 30 days or more.

REFUND: Any surplus funds in the account of the petitioner after all costs are paid shall be returned after approved by the City Administrator or City Attorney, upon written request of the petitioner.

OWNER: Name of Property Owner: _____
 Owner's address: _____
 Telephone numbers: Daytime: _____ Evening: _____

PETITIONER: Name of Petitioner: _____
 Petitioner's Address: _____
 Telephone numbers: Daytime: _____ Evening: _____

LOCATION OF PROPERTY:
General location _____

Total acreage: _____ **Parcel Identification Number** _____ - _____ - _____

(If more than one please include all)
 (use additional page if necessary)

LEGAL DESCRIPTION: (attach as Exhibit A)

Exhibit B

Proceeding	FEE (deposit)	Proceeding	FEE (deposit)
Annexation	\$5,000.00	Appeal	\$400.00
Re-zoning, residential, per lot	\$500.00	Re-zoning, commercial	\$5,000.00
Special Use permit, residential	\$500.00	Special use permit, non-residential	\$500.00 per acre up to \$5,000.00
Zoning text amendment	\$5,000.00	Zoning variation, residential (1 lot)	\$500.00
Zoning variation, residential (2 or more lots)	\$1,000.00	Zoning variation, non residential	\$1,000.00
Zoning upon annexation	\$500.00 per acre, up to \$5,000.00	Subdivision or planned development, up to 2.0 acres	\$1,000.00
Subdivision or planned development, greater than 2.0 acres, but less than 20.0 acres	\$5,000.00	Subdivision or planned development, 20.0 acres or more	\$10,000.00
Site plan review, up to 2.0 acres	\$1,000.00	Site plan review, greater than 2.0 acres	\$5,000.00
Other improvement or development activity, individual residential	\$500.00	Other improvement or development activity, multi-lot residential or non-residential	\$1,000.00

City of Marengo: By: _____
 City Administrator

Date: _____

Petitioner: _____
 Owner