

VILLAGE OF RICHTON PARK SUBDIVISION REGULATIONS

**Approved by the Richton Park Board of Trustees
March 14, 2022**

VILLAGE OF RICHTON PARK

Subdivision Ordinance

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Article 1 Title and Purposes

101 Title

This Ordinance shall be known as and may be cited as “The Village of Richton Park Subdivision Ordinance” or “Subdivision Ordinance”.

102 Purposes

In the subdivision and resubdivision of land, a Developer is required to comply with certain procedures set forth in the Illinois Compiled Statutes. This Ordinance supplements the state provisions and establishes additional procedures and requirements governing the platting of land in the Village for the following purposes:

- A. To establish reasonable design standards and procedures for subdivision and resubdivision of land;
- B. To provide for an orderly subdivision process and promote continuity with existing developments;
- C. To encourage development which is compatible with the natural features of a particular site;
- D. To establish guidelines for the dedication, use and continuing maintenance of common areas;
- E. To establish a single document to serve as a guide in providing an adequate street system; a means of sewage disposal and other utilities; surface drainage and stormwater control; and other services related to the use of subdivided land; and
- F. To protect and provide for the public health, safety and general welfare of the citizens of the Village.

Article 2 General Provisions

201 Authority

The Village of Richton Park ("Village") in accordance with the authority vested by the provisions of Illinois Compiled Statutes to regulate the subdivision of land. This Subdivision Ordinance is intended to provide for the harmonious development of the Village and its environs; for the location and width of proposed streets within new subdivisions with other existing or planned streets; for the dedication and acceptance of land for public use; for the installation and construction of utilities, roadways and other improvements essential to service the subdivided lands; for the dedication and acceptance of land acquired for schools, parks, playgrounds and other public uses; for the preparation of subdivision plans and the procedure for the submittal, approval and recording of subdivision plats in and about the Village.

202 Jurisdiction

This Subdivision Ordinance shall apply to any Subdivision or dividing of any parcel of land made within the borders of the Village as well as to any subdivision or dividing of any parcel of land within 1.5 miles of the corporate limits of the Village. Except as otherwise provided in this Subdivision Ordinance, all standards herein shall apply equally to subdivisions both in the Village and within its 1.5 mile planning jurisdiction provided said property is not located within the corporate limits of any other municipality.

Should the Village enter into a boundary line agreement with any other municipality having a valid comprehensive plan pursuant to Section 11-12-9, of the Illinois Municipal Code, 65 ILCS 5/11-12-9, then the terms and provisions of these regulations shall apply within such adjacent unincorporated areas as provided in any applicable boundary line agreement.

No land shall be subdivided within the jurisdiction of the municipality until: (1) the Developer or their designated agent submits a sketch plat of the parcel to the Planning and Zoning Commission; (2) obtains approval of the sketch plat and preliminary and final approval of the plat by the Planning and Zoning Commission and Board of Trustees; and (3) the approved plat is filed with the Cook County Recorder of Deeds.

All regulations and design standards pertaining to the subdivision of land shall also pertain to the development of planned unit developments ("PUDs") and previously subdivided lands.

203 Interpretation. When interpreting and applying the provisions of this Subdivision Ordinance, the standards set forth in this Subdivision Ordinance shall be held to be the minimum requirements throughout the Village.

204 Conflicts of Law. Where this Subdivision Ordinance is in conflict with restrictions or requirements that are imposed or required by provisions of federal and state law, and other Village ordinances, rules or regulations, covenants or other agreements within the Village, the more stringent provisions shall control. However, nothing herein shall interfere with or be construed to abrogate or annul any easements, covenants, deed restrictions or agreements between parties which impose restrictions greater than those imposed by this Subdivision Ordinance.

205 Implementation and Enforcement

205.1 Authority to Review. The Village Engineer, Village Attorney, Community and Economic Development Director, Director of Public Works, Chief of Police, Fire Chief, Director of Parks and Recreation and other designated Village Staff shall review and recommend approval or disapproval of subdivision plats.

205.2 Plat Approval. No Plat of Subdivision shall be approved unless it complies with the provisions of this Subdivision Ordinance.

205.3 Ordinance Enforcement. The Community and Economic Development Director shall have the authority to enforce the provisions of this Subdivision Ordinance.

205.4 Cost of Compliance. Unless otherwise provided herein, the costs of complying with any of the provisions of this Subdivision Ordinance shall be at the Owner or Developer's expense.

206 Violations and Penalties

206.1 Illegal to Transfer. No Owner or agent of the Owner of any land located in a proposed subdivision shall transfer, sell, lease or offer for sale or lease any such land before a Final Plat of such subdivision has been approved in accordance with the provisions of this Subdivision Ordinance and recorded, unless such transfer, sale, lease or offer for sale or lease is approved by the Village. Whoever sells or leases, or offers for sale or lease, any lot or block in any subdivision prior to final plat approval and recordation, without such approval shall be subject to a fine of up to \$750 for each lot so disposed or offered. Each day that sales or leasing, or offers to sell or lease, continue in violation of these regulations shall constitute a separate offense.

206.2 No Metes and Bounds. The subdivision of any lot or any parcel of land by the use of metes and bounds descriptions for the purpose of sale, transfer or lease, with the intent of evading these regulations, shall not be permitted.

207 Exceptions

The Planning and Zoning Commission may recommend variations from these requirements in specific cases which, in its opinion, do not affect the general plan or the spirit of this Subdivision Ordinance. Such recommendations shall be forwarded to the Board of Trustees in writing with the reasons therefore. The Board of Trustees may then approve variations from these requirements which, in its opinion, do not affect the general plan or the spirit of this Subdivision Ordinance.

208 Maintenance of Public Facilities

The Village agrees to accept and maintain the streets in a subdivision only when and if annexed, inspected, dedicated, and accepted by the Village, otherwise said roads or streets must be maintained by the County, Township, State or other owner(s) as in the case of private roadways.

Maintenance of public facilities to be constructed and maintained by entities other than the Village shall be guaranteed through the approval of a Special Service Area ordinance approved by the Village in conjunction with Final Plat approval. The Special Service Area ordinance shall be in the format provided in Appendix C herein.

Article 3 Definitions

301 General

The following words and terms, wherever they occur in this Ordinance shall be deemed to have the meaning ascribed to them in Section 302.

The words "shall" and "must" indicate mandatory items, while the word "may" indicates permissive items.

302 Listing of Definitions

Alley. An improved roadway intended to provide supplementary public access to the rear of a lot.

Applicant. Any person, firm, corporation or governmental agency who executes the necessary forms to procure official approval of a development permit to carry out construction of a development within the Village of Richton Park's jurisdiction.

Board of Trustees. The President and Board of Trustees of the Village of Richton Park.

Chief of Police. The Chief of Police of the Village of Richton Park.

Community and Economic Development Director. The Community and Economic Development Director of the Village of Richton Park or their duly authorized representative.

Community Water or Sewer System. A system serving more than one dwelling unit, principal use or lot and owned and operated by a utility, homeowners association or similar entity.

Conduit. Any channel, pipe, sewer or culvert, etc., used for the conveyance or movement of water, wastewater, electric, communications, gas or other utilities, whether open or closed.

Cul-de-sac. A minor residential street with a single outlet permanently terminated by a vehicle turnaround nearly circular in shape and which meets the standards set out in Section 604 and 609 of this Ordinance.

Date of the Completed Application. The date the Applicant submits the application, or the date the Applicant submits the last item of required supporting data, whichever date is later.

Design Requirements. The Schedule of Minimum Design Requirements for Subdivision Streets in the Village of Richton Park set forth in Section 609 of this Ordinance ("Design Requirements").

Developer. The owner or entity proposing to develop the property. Developer shall also mean the owner's Contractor, agent, representative or the like.

Development. Any man-made change to real estate, including:

- A. Preparation of a Plat of Subdivision;
- B. Construction, reconstruction or placement of a building or any addition to a building;
- C. Construction of streets, bridges, or similar projects;
- D. Redevelopment of a site;

- E. Filling, dredging, grading, clearing, excavating, paving, or other non-agricultural alterations of the ground surface;
- F. Storage of materials or deposit of solid or liquid waste; and
- G. Any other activity that might alter the magnitude, frequency, deviation, direction, or velocity of stormwater flows from a property.

Development Review Committee. A committee consisting of the Village Manager, representatives appointed by the Village Manager, Parks and Recreation Director, Community and Economic Development Director, Village Attorney, Village Engineer, Chief of Police, Fire Chief, and the Director of Public Works.

Director of Public Works. Director of Public Works for the Village of Richton Park or their duly authorized representative.

Drainage Plan. A plan, including engineering drawings and supporting calculations, which describes the existing stormwater drainage system and environmental features, as well as the drainage system and environmental features which are proposed after development of a property.

Fee in Lieu. A cash contribution paid by a Developer in lieu of providing facilities required of Development under this Ordinance.

Final Plat. The official graphic depiction of a subdivision recorded in the Cook County Recorder's Office, showing all lots, easements, streets and other dedicated areas. The Final Plat also indicates items such as building setback lines, restricted areas for wetland buffers, detention areas, and any ingress and egress restrictions.

Fire Department. The Village of Richton Park Fire Department.

Half Street. A street with less than a full pavement or right-of-way width.

Homeowners Association. An association of property owners, whether residential or nonresidential, formed to address the ownership and maintenance of facilities owned in common or jointly by persons owning lots in the subdivision.

Municipal Utility Easement. An easement for a municipal utility including, but not limited to water, sanitary sewer, storm sewer and stormwater.

Natural. Conditions resulting from physical, chemical and biological processes without intervention by man.

Open Space. Open space is an area lacking in any man-made structures and surfaces, other than those used for public parks and recreational uses.

Owner. Any person, group of persons, firm association, partnership, private corporation, public or quasi-public corporation, or a combination of any of them, or other legal entity having sufficient proprietary interest in the land sought to be subdivided or divided to commence and maintain proceedings under the provisions of this Ordinance.

Planning and Zoning Commission. The Planning and Zoning Commission and Zoning Board of Appeals of the Village of Richton Park.

Plat Act. 765 ILCS 205/1 *et seq.*, and as amended from time to time.

Police Department. The Village of Richton Park Police Department.

Preliminary Plat. A graphic depiction of the proposed lot lines, streets and other engineering improvements of a proposed subdivision superimposed on a map of the existing topography.

President. The President of the Village of Richton Park.

Property. A parcel of real estate.

Resubdivision. The further division of lots or the relocation of lot lines of any lot or lots within a Subdivision previously made and approved or recorded according to law.

Sketch Plan. A graphic exhibit which shows basic resource features, proposed lot divisions, roadway layout and general drainage features of a proposed subdivision. The purpose of the Sketch Plan is to explore alternative subdivision arrangements for an arrangement which may not be acceptable to the Village.

Standard Specifications. The Standard Specifications for Road and Bridge Construction adopted by the Illinois Department of Transportation (IDOT), as amended, latest edition and the Standard Specifications for Water & Sewer Construction in Illinois, latest edition.

Storm Sewer. A closed conduit for conveying collected stormwater.

Stormwater Drainage System. All means, natural or man-made, used for conducting stormwater to, through or from a drainage area to the point of final outlet from a property; The stormwater drainage system includes, but is not limited to any of the following: conduits and appurtenance features, canals, channels, ditches, streams, culverts, streets, storm sewers, detention basins, swales and pumping stations.

Street. The term “street” and “road” are used interchangeably and mean the same. Street classifications are set forth in Section 603 of this Ordinance.

Subdivision. The division, redivision, or consolidation of two or more parcels or parts of parcels for the purpose, whether immediate or future, of transfer of ownership or building development, including all public and private streets, alleys, ways for public service facilities, parks, playgrounds, school grounds, or other public grounds, and all the tracts, parcels, or blocks, and numbering of such lots, blocks, or parcels by progressive numbers, giving their precise dimensions. A subdivision shall also include the following:

1. Any planned unit development
2. Any residential structure or development containing more than five residential dwelling units or structures without regard to whether the building or development is in single ownership or is developed as a condominium or cooperative; and
3. Any industrial or commercial building containing more than 10,000 square feet.

The following shall not be considered a Subdivision and shall be exempt from the requirements of this Subdivision Ordinance:

- A. The sale or exchange of parcels of land between owners of adjoining and contiguous land;

- B. The conveyance of parcels of land or interests therein for use as a right-of-way for railroads or other public utility facilities and other pipe lines which do not involve any new streets or easements of access;
- C. The conveyance of land owned by a railroad or other public utility which does not involve any new streets or easements of access;
- D. 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; and
- E. Conveyances made to correct descriptions in prior conveyances.

Utility Company. A person, firm or corporation who owns, controls, operates or manages any equipment, plant or property furnishing communications, electric, heat, water, sewerage, gas (by pipeline) or similar service for public use.

Village Attorney. The duly appointed Village Attorney of the Village of Richton Park.

Village Clerk. Village Clerk of the Village of Richton Park.

Village Engineer. The duly appointed Village Engineer of the Village of Richton Park, or their duly authorized representative.

Zoning Board of Appeals. The Planning and Zoning Commission and Zoning Board of Appeals of the Village of Richton Park.

Zoning Ordinance. The Village of Richton Park Zoning Ordinance.

Article 4 Subdivision Review Procedures

401 General Review Procedures

The following procedures apply to subdivision plat review in the Village. Any plat, other than one for a residential subdivision of four lots or less or for a Plat of Vacation, shall be subject to a three-step review procedure by the staff and Planning and Zoning Commission. A Plat of Vacation will require a one-step review (Section 407). A residential subdivision of four lots or less shall be subject to a two-step review process wherein the review of the Preliminary Plat is merged into the Final Plat review process. The Planning and Zoning Commission shall meet as needed to consider plats, drawings and reports. The Community and Economic Development Director shall be responsible for coordinating the process and arranging meeting dates and times. All fees shall be in accordance with the Village of Richton Park Fee Schedule.

402 Building Permit and Inspection Fees

402.1 Permit Fees. All permit fees shall be in accordance with the Village of Richton Park Fee Schedule.

402.2 Estimates of Construction Costs. Final construction costs will be based on the approved Final Plat, and shall be approved by the Village and the Village Engineer. The estimation of construction costs will be used for determining fees for construction inspection services, as set forth in the Village of Richton Park Fee Schedule..

402.3 Plan Review and Inspection Services by an Outside Agency. Upon the determination of the Community and Economic Development Director or Director of Public Works that an outside agency should be used to conduct plan reviews and inspections for the project, the Community and Economic Development Director may, with approval from the Board of Trustees, contract with an outside entity for the performance of all or any part of such plan review and inspection services as are required for the project, with all costs of such services to be borne by the Owner or Developer. The Applicant shall, in such cases, comply with the Village of Richton Park Fee Schedule.

402.4 Site Development Fees and Escrow Deposits. A minimum nonrefundable fee ("fee") to cover the cost of technical review by full time professional staff, and a partially or fully refundable escrow deposit ("escrow") shall be established to cover the cost of consultant services, (including, but not limited to, attorneys' and engineers' fees), in connection with the construction of any site development, subdivision or watershed development located within the corporate limits of the Village, in accordance with this Subdivision Ordinance and other related development regulations adopted by the Village. The fee is set forth in the Village of Richton Park Fee Schedule.

The fee will be applied to Village activities and expenses which are customary and reasonable for like site developments, including, but not limited to: staff review, site visits, meetings, telephone calls, and use of equipment and supplies. Village staff and consultants will be assigned to certain projects with the approval of the Village Manager or their designated representative.

Funds from the escrow account will reimburse the Village for "out of pocket" expenses (e.g., outside consultant review of plans and attorneys' fees), out of the ordinary tasks, extraordinary expenditures of staff time or Village resources, and unforeseeable requirements.

Upon permit application, the Village will send a letter to the Developer before work commences, identifying the fee and the escrow amounts. Both monies shall be submitted in full prior to site

development. The Community and Economic Development Director shall be the final authority for the anticipated construction costs of all improvements.

At any time during construction, if the Village determines that the remaining escrow amount deposited by the Developer will not cover actual or foreseeable Village expenses, the Village shall notify the Developer. The notification letter will show the escrow balance, request an additional escrow amount, and the justification for such additional funds. The Developer shall, within seven (7) days, deposit the additional escrow funds with the Village. Should the Developer fail to deposit such sums within the seven (7) day notification period, the permit(s) shall be suspended and all work on the improvements shall cease.

402.5 Inspection and Re-inspection Fees. Regular, first time inspections as required by the Village are funded by the permit fee. One re-inspection is also covered by the Village.

Any further re-inspections will be charged a re-inspection fee, paid prior to the scheduling of the re-inspection. The Developer will incur all costs associated with any re-inspections.

Any special inspection requested that is not part of a permitted project, shall be accompanied by an inspection fee. The Developer shall incur all costs for a special inspection.

402.6 Site Development Plan Review Fees. Application for plan review shall be made by the Owner of the property or his authorized agent to the Community and Economic Development Director on a form furnished for that purpose. Each application shall bear the name(s) and address(es) of the Owner or Developer of the site and of any consulting firm retained by the applicant, together with the name of the Applicant's principal contact at such firm, and shall be accompanied by a nonrefundable plan review filing fee as specified in the Village of Richton Park Fee Schedule.. Any additional fees for outside entities, as provided in Section 402, will be borne in full by the Owner or Developer. Each application shall include certification that any land clearing, construction, or development involving the movement of earth shall be in accordance with the approved plans.

403 Sketch Plan

403.1 Submittal and Calendaring. Prior to submitting a Preliminary Plat for approval, the Developer shall submit to the Village ten (10) copies of a Sketch Plan and post a retained personnel fee as set forth in the Village of Richton Park Fee Schedule. The Community and Economic Development Director shall not accept a Sketch Plan for review unless the property is zoned for the intended use and density, or unless a petition to amend the Zoning Ordinance or the Zoning Map has been filed which, if adopted, shall have the same effect.

The Community and Economic Development Director shall schedule a meeting of the Development Review Committee on the next available meeting agenda and notify the members.

403.2 Information Required. The sketch plan shall contain such information which is necessary for the Development Review Committee to complete its review. It is not necessary that the Sketch Plan be prepared and sealed by a Registered Land Surveyor; provided, however, that the outside dimensions of the plat shall be based on an accurate boundary survey prepared by a Registered Land Surveyor. Except where specifically provided otherwise, the information shall contain, at a minimum, the following:

- A. Identification
 - Proposed name of development

- Scale, date and north arrow
 - Vicinity map at a scale not less than 1"=1000' showing surroundings within one-half (1/2) mile
 - Name and address of Developer
 - Boundaries
- B. Nature of existing conditions
- Wetlands
 - Floodplain as shown on the FEMA maps
 - Location of public water and sewer facilities closest to site
 - Location of nearest park(s)
 - Location of existing streets within one-half (1/2) mile of site
 - Identification of hazards (underground storage tanks, electric utility lines) on or adjacent to site
 - Existing easements on-site
 - Existing zoning
 - General soil types and locations in map form
- C. Nature of proposed development
- Number of proposed lots
 - Size of tract
 - Minimum lot size proposed
 - Approximate location of streets, water, and sanitary sewer
 - Indication of whether floodplain or wetlands will be modified
 - Indication of whether park land and facilities will be provided
 - Proposed zoning
 - Tree Conservation Analysis or Tree Conservation Plan

403.3 Meeting. The Developer shall meet with the Development Review Committee and participate in evaluating the proposed Sketch Plan and alternatives to it. Among other things, the Sketch Plan shall consider the future development potential of the surrounding area, especially the extension of streets and utilities, and how the proposal relates to it.

403.4 Development Review Committee Report. After the meeting, as provided in 403.3, the Community and Economic Development Director shall provide the Developer with a written review of the Sketch Plan.

404 Preliminary Plat

404.1 Submittal, Scheduling and Notice. For presentation to the Planning and Zoning Commission the Developer shall submit four (4) full size copies, fifteen (15) reduced sized copies, an electronic copy of the Preliminary Plat, and three (3) copies of the application to the Village within one (1) year of completion of review of the Sketch Plan by the Development Review Committee.

The Preliminary Plat shall not substantially deviate from the Sketch Plat previously reviewed by the Community and Economic Development Director. The application must include the submission of a filing fee in accordance with the Village's Fee Schedule.

All required information, as set forth in section 404.2 below, for consideration of the Preliminary Plat must be received at least 21 days prior to the Planning and Zoning Commission meeting at

which it is to be heard. The Preliminary Plat shall be prepared on white bond paper at a scale that does not exceed one hundred (100) feet to the inch.

The Community and Economic Development Director shall schedule a meeting of the Planning and Zoning Commission and notify its members. The Community and Economic Development Director shall distribute a copy of the Preliminary Plat to the Board of Trustees, each member of the Planning and Zoning Commission, the Village Engineer, Village Attorney, and appropriate Village staff. The Developer shall submit simultaneously with the Preliminary Plat, a notarized statement indicating to the best of Developer's knowledge the school district in which each tract, parcel, lot or block lies. Within three (3) business days after the Preliminary Plat is submitted for approval, the Community and Economic Development Director shall notify the president of the school board of each school district in which any of the subdivided land is located that the plat has been submitted for approval and that it is available for inspection. The notice shall also give the date, time and place of the hearing before the Planning and Zoning Commission on the Preliminary Plat. The Planning and Zoning Commission shall allow fourteen (14) days from referral for written comment from the applicable school district prior to adopting its final recommendation.

The applicable school district will be requested to agree in writing to accept the school donation and student contribution or submit its objection to the Planning and Zoning Commission. The applicable school district will be requested to agree to accept any lands to be donated to the school district prior to Board of Trustees approval of the Preliminary Plat.

The Developer shall simultaneously file with the Illinois Department of Transportation ("IDOT") or the Cook County Highway Department, a copy of the application for approval of the Preliminary Plat filed with the Village as necessary. The Developer shall submit proof of said filings with the Community and Economic Development Director.

404.2 Information. The Preliminary Plat shall contain such information which is necessary for the Planning and Zoning Commission to complete its review. A set of engineering plans is required, signed and sealed by a Professional Engineer registered in the State of Illinois. Except where specifically provided otherwise, such information shall contain, at a minimum, the following:

- 404.** Identification and description
 - Proposed name of development
 - Vicinity map at a scale not less than 1" = 1000' showing surroundings within one-half (1/2) mile
 - Location by township, section, range
 - Legal description
 - Name and address of Developer and design engineer
 - Scale (1"=100' preferred), date and north arrow

- B. Nature of existing conditions
 - Boundary line of development, acreage of tract
 - Location of property lines and names of adjoining subdivisions
 - Locations and dimensions of streets which lie in, adjacent to, or near the development
 - Location of public water and sewer facilities together with a description of the same which lie in, adjacent to, or near development
 - Location of railroad, utility and other easements or facilities which lie in, adjacent to, or near development

- Location of parks, recreation and open space owned by the public, private property owners, or associations which lie in, adjacent to, or near development
- Structures on the development site with an indication of whether they will remain, be changed in use, or will be removed
- Existing elevations at 1 foot intervals which lie in site and within 300 feet of it (based on NAVD 88 datum)
- Location of water courses
- Delineation of wetlands and floodplain together with studies explaining how the wetlands and floodplain were determined and evaluating the quality of the former
- Identification of drainage basins which lie in, adjacent to, and near the development
- Identification of any historic resources which lie in, adjacent to, or near development
- Zoning on development tract and adjacent tracts
- Such additional information as required by the Planning and Zoning Commission

C. Proposed development

- Layout of streets, water and sewer facilities together with relevant supporting information, including proposed street typical sections, water and sewer line sizes
- Location of proposed parks, recreation and open space; statement of intent regarding ownership of these areas or facilities
- Any proposed modifications to floodplain or wetlands
- Approximate location and size of stormwater detention areas together with supporting information describing how the sizes of the areas were determined; existing drainageways with proposed conveyance systems
- Location of lot lines, setback lines and identification of easements
- Traffic impact analysis and other studies
- Fiscal impact analysis
- Any proposed change in zoning
- Phasing
- Construction access
- Tree Conservation Analysis and, if application is not sought in conjunction with site plan, a Tree Conservation Plan is also required
- Appropriate certificates as required by this Ordinance and other regulatory authorities

404.3 Village Engineer's Recommendations. The Village Engineer will submit its recommendations to the Community and Economic Development Director at least fourteen (14) days prior to the Planning and Zoning Commission meeting. The Community and Economic Development Director will distribute copies of the Village Engineer's Recommendations to the members of the Planning and Zoning Commission, the Developer, the Village Attorney, the Board of Trustees, and Village staff.

404.4 Fire Chief and Police Chief Recommendations. The Fire Chief and the Chief of Police will review the Preliminary Plat and submit comments in writing at least seven (7) days prior to the Planning and Zoning Commission meeting.

404.5 Village Committee Report. The Village Staff Committee will file a report with the Community and Economic Development Director at least seven (7) days prior to the Planning and Zoning Commission meeting. The Community and Economic Development Director will distribute copies to the Planning and Zoning Commission, the Developer, the Village Attorney, the Board of Trustees, and Village staff.

404.6 Owner's Presence. The Owner or their designated representative is required to be present at the Planning and Zoning Commission meeting scheduled to review the Preliminary Plat.

404.7 Approval or Disapproval of Preliminary Plat by the Planning and Zoning Commission.

- A. The Planning and Zoning Commission shall approve or disapprove the application for Preliminary Plat approval within 90 days from the date of the application or the filing by the applicant of the last item of supporting data, whichever date is later, unless such time is extended by mutual consent. If the Preliminary Plat is disapproved, then within said 90 days, the Planning and Zoning Commission shall furnish to the Developer, in writing, a statement setting forth the reason for the disapproval and specifying with particularity the aspects in which the proposed Plat fails to conform to Village ordinances and the official map. The Planning and Zoning Commission shall forward its recommendation of approval or disapproval to the President and Board of Trustees and the Preliminary Plat will be forwarded to the Board of Trustees for their action, if any.
- B. If the Preliminary Plat is approved by the Planning and Zoning Commission, the President and Board of Trustees shall accept or reject said Plat within thirty (30) days after its next regular scheduled meeting following the action of the Planning and Zoning Commission. The disapproval of the Plat by the Planning and Zoning Commission shall not prohibit the Developer from seeking Board of Trustees approval of the Preliminary Plat.
- C. The Board of Trustees may require such special conditions in the approval of the Preliminary Plat as it may deem necessary to insure conformity with the intent of all comprehensive plan elements and requirements of Village codes and ordinances. If said Preliminary Plat is not approved by the Board of Trustees, said Plat shall be returned to the Developer, with a written statement setting forth the reasons for said disapproval.
- D. Approval of the Preliminary Plat shall expire one year from the date of approval by the Board of Trustees. Where approval has expired, the entire process must begin anew and the approval of the Preliminary Plat shall be null and void and of no force and effect.

405 Final Plat

405.1 Submittal, Scheduling and Notice. The Final Plat shall be submitted to the Village Clerk within one (1) year after approval of the Preliminary Plat by the Board of Trustees. The Preliminary and Final Plat may be filed and approved simultaneously if all requirements set forth herein are met. Provided, if desired by the Developer, the Final Plat may constitute only that portion of the approved Preliminary Plat which the Developer proposed to record and develop at that time, and

provided further, that if the development be staged, all staged final development plans shall conform substantially to the Preliminary Plat as approved. Approval for the Final Plat may be submitted in stages with each stage reflecting a portion of the approved Preliminary Plat which is proposed to be recorded and developed; provided, however, that such portion conforms to the requirements of this Subdivision Ordinance and each phase shall be submitted within one (1) year of approval of the Final Plat for the previous phase.

The Developer shall submit to the Community and Economic Development Director an original signed copy of the Final Plat on white bond paper, four (4) full size copies of the Final Plat, fifteen (15) reduced size copies of the Final Plat, three (3) copies of the engineering reports prepared in accordance with Appendix A, one (1) electronic copy, and post the required fees in accordance with the Village of Richton Park Fee Schedule.

The Village Clerk shall identify the regular meeting of the Board of Trustees at which the matter will be reviewed, and confer with the Chairperson of the Planning and Zoning Commission to identify when the Planning and Zoning Commission can review the matter. The meetings shall be arranged so as to allow a reasonable time for the Developer to make changes to the drawings and for their distribution following resubmittal. The Clerk shall distribute copies of the above to the Board of Trustees, the Planning and Zoning Commission, the Village Attorney, the Village Engineer, and appropriate Village staff. The Final Plat and required engineering drawings and reports must be received at least 21 days prior to the Planning and Zoning Commission meeting at which they are to be considered.

In the event the Developer should elect to modify the Final Plat or engineering drawings following the Planning and Zoning Commission review, the Developer shall notify the Community and Economic Development Director in writing of their intent and resubmit any new or revised documents. The Community and Economic Development Director shall establish a new date for review by the Board of Trustees and notify the Developer.

405.2 Information. The Final Plat shall contain that information which is necessary for a complete review of the Final Plat. A final set of engineering plans is required, signed and sealed by a Professional Engineer registered in the State of Illinois. The Final Plat shall be prepared at the same scale as the Preliminary Plat and shall include all of the information required for the Preliminary Plat, except where specifically provided otherwise below. Standard signature block requirements are referenced in Appendix E.

- A. Identification and description
 - Proposed name of development
 - Location by township, section, range
 - Legal description
 - Name and address of Developer and certification by a Registered Land Surveyor
 - Scale 1" = 100' or larger preferred, date and north arrow

- B. Property information
 - Boundary of tract, property lines of lots, street right-of-way, dedicated areas and easements based on an accurate traverse with angular and lineal dimensions (in feet)
 - Any municipal, public utility, or other easements
 - Centerlines of streets with radii, internal angles, points and curvatures, tangent bearings, and lengths of all arcs

- Names of all streets within and adjoining the plat
- Lots numbered with street addresses, building setback lines and lot widths with linear dimensions
- Accurate location of at least two concrete monuments constructed and placed as required by the Illinois Plat Act (765 ILCS 205/1 *et seq.*)
- All districts, such as library, elementary school, junior high school, high school, fire protection, etc.
- Legal description for areas to be dedicated or reserved for public or common uses with nature of ownership and purposes of same indicated
- Restrictive or protective covenants, as necessary
- Appropriate certificates as required by this Subdivision Ordinance and regulatory authorities
- State plane coordinates required

C. Certificates required

- Certification by a licensed surveyor that the plat represents a survey made by them and that monuments and markers exist as located; that all dimensional and geodetic details are correct; and that they have complied with all of the requirements of this Subdivision Ordinance regarding plats, noting exceptions, if any.
- Notarized certification by Owner and, if required, any mortgage holder of record of the adoption of the plat and the dedication of streets and other public areas.
- Approval by signature of County, State, and other officials concerned with the development.
- Certification by the Chair of the Planning and Zoning Commission that the Final Plat has been reviewed and approved by said Commission.
- Certification by the Village Clerk that all taxes and special assessments have been paid up to date.
- Certification by the County Clerk that all taxes and special assessments have been paid up to date.
- Certification that the approval of the Village Engineer has been given to all proposed or existing public improvements.
- In cases of plat or right-of-way vacations, written evidence as provided by statute shall be shown on the plat.
- Certification of approval by the President of the Board of Trustees and attested by the Village Clerk.
- Tree Conservation Plan
- Other certifications as may be required by law.

405.3 Village Engineer's Recommendations. The Village Engineer will file a report with the Community and Economic Development Director at least fourteen (14) days prior to the Planning and Zoning Commission meeting. The Community and Economic Development Director shall distribute copies of the Village Engineer's Recommendations to the Planning and Zoning Commission, the Developer, the Village Attorney, the Board of Trustees, and Village staff.

405.4 Village Committee Report. The Community and Economic Development Director will prepare the Development Review Committee report for the Planning and Zoning Commission at a regularly scheduled meeting. The Community and Economic Development Director will distribute copies of the report to the Planning and Zoning Commission, the Developer, the Village Attorney, the President and Board of Trustees, and Village staff.

405.5 Review of Final Plat. The owner or their designated representative is required to be present at the Planning and Zoning Commission meeting at which the Final Plat shall be considered.

405.6 Approval or Disapproval of the Final Plat

- A. The Final Plat shall be consistent with the Preliminary Plat and meet all applicable Village requirements. The Board of Trustees shall approve or disapprove the Final Plat within sixty (60) days from the date of the filing of the last required document or other paper, or within sixty (60) days from the date of the filing of the application for Final Plat approval, whichever date is later, unless the Developer and the Board of Trustees mutually agree to extend the sixty (60) day period.
- B. The Planning and Zoning Commission shall recommend to the Board of Trustees that the Final Plat be approved or disapproved. Such a recommendation shall be made within a time period that will allow the Board of Trustees to hear the application at a regular meeting occurring within sixty (60) days from the date of the completed application, unless the period of review has been extended by mutual consent as provided in 405.6(A) above.
- C. The Board of Trustees shall hear the application for Final Plat approval within sixty (60) days from the date of the filing of a completed application, unless such time is extended by mutual consent, and approve or disapprove the same. If the Final Plat is approved, the Village Clerk shall attach a certified copy of the resolution or ordinance approving the Final Plat to said Plat; if the Final Plat is disapproved, the resolution or ordinance shall state the reasons for the disapproval, specifying with particularity the aspects in which the proposed plat fails to conform with the official map. A copy of the resolution or ordinance shall be filed with the Village Clerk.

406 Review by Board of Trustees and Recording

406.1 Signature on Final Plat. After a Final Plat has been approved by the Board of Trustees, it shall be in the custody of the Village Clerk, who shall obtain the signature of the President and attest to that signature on the Plat.

406.2 Recording of Final Plat. When all signatures required on the Plat have been obtained, the Developer shall post the required performance security and the Land Surveyor shall authorize the Village Clerk to present the Final Plat to the Cook County Recorder of Deeds for recording. The cost of recording shall be paid for by the Developer.

406.3 Distribution of Copies of the Recorded Final Plat. After the Final Plat has been recorded copies shall be distributed to the Community and Economic Development Director, Developer, and Land Surveyor. The Community and Economic Development Director may refuse to issue a building permit for any lot in a subdivision until they have received a copy of said recorded Plat.

406.5 Six Month Validity of Final Plat. A Final Plat which has not been recorded within six (6) months after its approval by the Board of Trustees shall be null and void and of no force and effect, and shall not thereafter be recorded.

407 Plats of Vacation

407.1 Submission of Plats of Vacation. A Plat of Vacation shall be reviewed in the same manner as a Plat of Subdivision.

408 Plats of Annexation

All plats of annexation must be in compliance with the Village of Richton Park Zoning Ordinance. Each plat of annexation must be accompanied by an annexation agreement. A per acre fee shall be imposed on all annexation agreements. This fee shall be assessed during annexation negotiations. The Developer shall work with the Village Attorney in the preparation of the annexation agreement.

Article 5 General Platting Requirements and Procedures for Resubdivision, Dedication and Vacation

501 General Provisions – Surveying Aspects

501.1 General. The Final Plat shall include a correct survey of the property being subdivided or developed, including a legal description. A north arrow, a scale and all section and quarter section lines shall be indicated on the Final Plat. The lines and dimensions of all adjoining properties, and the names, lines and dimensions of all adjoining streets shall be shown. All dimensions, linear, curvilinear and angular, necessary to properly resurvey shall be shown, with linear dimensions in feet and decimals of a foot.

501.2 Monumentation. Every development shall provide monuments located and described on the Final Plat in the manner required by the Plat Act, 765 ILCS 205/1, *et seq.*, and as amended from time to time.

501.3 Permanent Monuments. Every development shall provide two permanent monuments set on the external boundaries of the tract to be divided, and shall designate upon the Plat the points where they will be found. These monuments shall be set by the surveyor in a manner that they will not be moved by frost. In the event that the points fall within a street, the monuments must be placed in the right-of-way line of the street.

501.4 Additional Monuments. Additional monuments shall be placed at all corners, at each end of all curves, at the point where a curve changes its radius, at all angle points in any line, and at all angle points along a meander line, the points to be not less than 20 feet back from the normal water elevation of a lake or from the bank of a stream, except that when such corners or points fall within a street, or a proposed future street, the monuments must be placed in the right-of-way line of the street.

501.5 State Plane Coordinates. All coordinates shall be based upon State Plane Coordinates and shall tie to existing monuments as set by Cook County and referenced on a control diagram.

501.6 Materials. Permanent Monuments must be constructed of concrete or stone in accordance with the Plat Act. Additional monuments shall be constructed of iron stakes, 5/8ths inches in diameter, or other suitable material.

501.7 Plat Media. All plats of subdivision shall be submitted to the Village on white bond paper not exceeding 24-inches by 36-inches.

502 Design Considerations

502.1 Lot Arrangement. The lot arrangement shall be such that there will be no foreseeable difficulties in securing building permits to build on any lot, except those marked “undevelopable” or “not proposed for development,” in compliance with the Zoning Ordinance and the Cook County Department of Health regulations, if applicable.

502.2 Lot Dimensions. Lot dimensions, areas and building setback lines within the Village shall conform to the requirements of the Zoning Ordinance. Lot dimensions outside the Village, but within the 1.5 mile planning jurisdiction, shall meet the requirements of the corresponding Village Zoning District, as determined by the Village. The minimum lot area and lot width of corner lots shall be increased by 20 percent. Additional width or length shall be provided for lots abutting a

collector or arterial, a special flood hazard area, wetlands, stream or other similar features.

502.3 Side Lot Lines. Side lot lines shall be approximately at right angles to the street.

502.4 Special Flood Hazard Area. If any portion of a lot falls within the boundaries of a Special Flood Hazard Area, as identified by the effective Federal Insurance Rate Map or other duly adopted maps or ordinances, or if a portion of a lot is traversed by an intermittent stream and/or waterway, that portion of such lot shall be protected by a drainage easement and shall be excluded from the buildable area of that lot. When this situation results in the separation of the buildable area of a lot from the street to which it has access, provisions shall be made for the installation of an adequate drainage structure, and its construction shall be a condition of approval.

502.5 Subdividing Land. In subdividing any land for residential purposes within the Village, and within the 1.5 mile planning jurisdiction, due regard shall be shown for all natural features, such as tree growth, water courses, historic sites and conditions, which, if preserved, will add attractiveness and value to the proposed development.

502.6 Reverse Frontage. Whenever a development proposes to lay out one or more lots that are adjacent to a collector or Arterial Street, those lots shall, whenever possible, have frontage on a local or minor street. In the event that such reverse frontage is not possible, the Developer shall undertake other measures to reduce the number of entrances and exits onto the collector or Arterial Street, including but not limited to requiring shared driveways and limiting direct access to the street.

503 Blocks

503.1 General. Blocks must fit easily into the overall plan of the subdivision, and its design must show evidence and consideration of topography, natural constraints, adjacent uses and development, the transportation system, parks and recreation, and community facilities.

503.2 Block Length. The length of uninterrupted continuous streets or roads shall be determined with due regard for the following:

- A. Convenient access and circulation of emergency vehicles and the general public with due regard to the safety of vehicular and pedestrian traffic;
- B. Limitations and capabilities of topography, soils, drainage and other natural features; and
- C. The density of the proposed development.

The following distances between intersecting streets are generally recommended:

Lot Size in Development	Distance Between Intersecting Streets
5 acres	2,500 feet
3 acres	2,000 feet
2 acres	1,250 feet
1 acre	1,250 feet
Less than 1 acre	1,000 feet

504 Easements

504.1 Easements. The following easements shall be provided where appropriate:

- A. **Public Utility Easements.** Easements shall be provided for public utility services including but not limited to gas, communications, and electric.
- B. **Municipal Easements.** Easements shall be provided for municipal or public services including water, sanitary sewer, and storm sewer. A municipal utility easement for water or sanitary sewer shall not be placed in a side or rear yard due to hardships associated with maintenance of these mains.
- C. **Drainage Easements.** When a subdivision is traversed by a waterway, intermittent stream or drainage way there shall be provided a stormwater easement or drainage easement conforming substantially with the lines of same. Such easement shall be of sufficient size to protect said waterway, intermittent stream or drainage way, and to permit ingress and egress for maintenance.
- D. **Street Construction and Maintenance Easements.** Street construction and maintenance easements shall be provided adjacent to dedicated streets whenever additional width is necessary for constructability or maintenance purposes. Street construction and maintenance easements shall be separate and distinct from utility easements and the two shall not be combined
- E. **Greenway and Pedestrian Path Easement.** Where a development includes or proposes to include a greenway and/or pedestrian path easement, the Developer shall, if the property is not dedicated to the Village, or a public or quasi-public entity which accepts the same, provide an easement to allow for maintenance of the area in the event that it is not properly maintained and to charge the benefited properties.
- F. **Landscape Berm Easement.** Where a development is required to provide reverse frontage lots with a landscape berm separating the residential lots from the street, the Developer shall provide for the maintenance of the berm.

504.2 Limitations on the Use of Easements.

- A. No construction of structures, dams, embankments or channels (except as approved on the Engineering Drawings), and no planting of trees, shrubbery or other flow-impeding vegetation, which hinders the flow of water or otherwise inhibits the intended purpose, shall be allowed within any drainage or stormwater retention or detention easements.
- B. Municipal utility easements must be separate and distinct from public utility easements and the two shall not be combined.

504.3 Maintenance of Easements.

- A. Drainage and stormwater retention and detention easements shall be adequately maintained so as to provide for removal of accumulation of vegetation, silt, debris or other material which may interfere with the flow characteristics of drainage ways or the required volume or essential features of retention or detention facilities.
- B. Pedestrian way easements shall be maintained to permit their continued use.
- C. Provisions shall be made through a homeowners association, deed restrictions, covenants or other acceptable means to maintain all easements.

505 Procedure for Resubdivision

The procedure for resubdivision of land in the Village shall be the same as for initial platting.

506 Plat Corrections and Addenda

All Final Plat corrections and addenda shall be reviewed by the Community and Economic Development Director and Village Engineer before being presented for recording.

507 Plan Consistency

507.1 Zoning Ordinance. Every development shall meet all applicable standards of the Village's Zoning Ordinance

507.2 Building Permit. No building permit shall be issued by the Village or County, for the construction of any building, structure or improvement to the land of any lot created after this Subdivision Ordinance becomes effective unless that lot was created pursuant to an approved Final Plat, or the lot existed prior to the effective date of this Subdivision Ordinance.

507.3 Occupancy Permit. No occupancy permit shall be granted by the Village or County, for the use of any structure within the subdivision approved for platting or re-platting until required utility facilities have been installed and made ready to service the property, and roadways providing access to the subject lot or lots have been constructed.

507.4 Other Ordinances. Every development shall meet all applicable standards of the Village's Stormwater and Floodplain Management Code.

Article 6 Requirements for Design and Construction of Streets and Related Facilities

601 General Requirements

The Owner shall grade, drain, surface and otherwise improve the roadway of all streets shown on the Final Plat so as to provide reasonable access for vehicular traffic to each developable or buildable lot within the subdivision in accordance with the requirements of this Article.

602 Standard Specifications and Design Requirements

Whenever reference is made to the IDOT Local Roads Manual, it shall mean Bureau of Local Roads and Streets Administrative Manual, as amended.

Wherever reference is made to Design Requirements, it shall mean the Schedule of Minimum Design Requirements for Subdivision Streets in the Village of Richton Park (Section 609 of this Article).

603 Classification of Streets

The Developer shall classify each street shown on the Plat of Subdivision as to its functional use as follows.

603.1 Arterial Street. An arterial street is a major street that serves to circulate traffic into, out of, or around the Village, and which carries, or is intended to carry high volumes of traffic. It is designed to carry between 4,000 and 24,000 trips per day.

603.2 Collector Street. A collector street is a street that serves to carry traffic from local and minor streets to other collectors or arterial streets. It may provide limited access to some abutting properties. It is designed to carry between 1,000 and 3,999 trips per day.

603.3 Local Street. A local street is a street whose primary function is to provide access to abutting properties. It is designed to carry between 100 and 999 trips per day.

603.4 Minor Street. A minor street is a street whose sole function is to provide access to abutting properties. It is designed to carry less than 100 trips per day.

603.5 Business Access and Industrial Access Streets. Streets providing access to commercial or industrial property shall be classified as "Business Access Streets" or "Industrial Access Streets," respectively.

604 Standards for Street Design

604.1 Topography and Layout. Streets shall be approximately related to the topography. Local and minor streets shall be curved, whenever possible, to avoid conformity of lot appearance. Grades of streets shall conform, to the extent practical, to original contours.

604.2 Continuing Streets. To the extent practical, and consistent with other standards in this Article, existing streets shall be continued into the development tract.

604.3 Access to Adjacent Property. Every development shall provide access to the adjacent

development (in the nature of stub-outs to those developments) where the access is necessary or desirable to provide an adequate system of streets in the general area of which the development is a part. Notwithstanding, access shall be required for adjacent properties whenever the boundary of any side of a tract of land proposed for development exceeds 1,500 feet in length. However, access shall not be required on a side of a tract where physical barriers would prevent a street from being continued, as where the boundary of the tract is a creek which could be crossed only with a bridge or a steep slope which could not be graded to an acceptable slope for the street intended. For purposes of applying this standard, sides of the tract shall be combined to constructively create a four-sided figure.

604.4 Street Jogs. No new street will intersect a collector or arterial street at a distance closer than 250 feet from the next parallel intersecting street. No new street will intersect a local or minor street at a distance closer than 250 feet from the next parallel intersecting street.

604.5 Cul-de-sacs. The maximum length, minimum radius, and right-of-way widths for a cul-de-sac shall be in accordance with Section 609.

604.6 Temporary Dead End Street. In the event that a street extends to the property line of a tract which is undeveloped, and where there is a potential for extending the street into that undeveloped parcel at such time as that parcel is developed, then the street may be temporarily terminated by a "T-turnaround", provided it is no longer than one lot in length and driveway access shall not be allowed to or from it. T-turnarounds shall NOT be allowed in conjunction with a private driveway and must fully reside in the property in which the street lies with continuous ownership. All T-turnarounds must be paved.

604.7 Sight Distances. Sight distances shall be consistent with the IDOT Local Roads Manual.

604.8 Reverse Curves. Reverse curves on arterials and collectors shall be separated by a straight roadway section consistent with standards set out in the IDOT Local Roads Manual.

604.9 Return Radii at Intersections and Corner Lots. All residential street intersections shall have a minimum curb return radius of twenty-five feet (25'). All residential and non-residential street intersections shall have a minimum curb return radius of forty feet (40'). The Village may increase the radii where it is justified by use or street classification.

604.10 Medians. The Developer may elect to build streets, or portions thereof, with a landscaped median. Any median shall be at least 12 feet in width. Cross-sections shall be widened as necessary.

604.11 Half Streets. Half streets are prohibited.

604.12 Alleys. Alleys are not allowed without approval of the Board of Trustees as a Planned Unit Development.

604.13 Private Roads. If private roads are constructed, they must be in accordance with all Village standards for design and construction of streets. Village maintenance shall not be provided along private roads.

604.14 Street Names. All streets shall be named, and in the case of branching streets, the line of departure from one street to another shall be shown. Each street shall have a unique name which will not duplicate any other in the same or adjoining township. The use of continuing streets with the same name differentiated only by compass direction or different name shall not be

permitted. A loop street shall have only one street name for the entire loop. Street names are to be approved by the Village.

604.15 Crosswalks. All major subdivision street pedestrian crossings shall be painted with crosswalks.

604.16 Sidewalk Ramps. Sidewalk ramps and detectable warnings shall be installed in accordance with the Illinois Accessibility Code. Detectable warning tiles shall be approved by the Director of Public Works.

604.17 Traffic Studies. The Village reserves the right to require a traffic study be performed on any Village, County or State roadway adjacent to a proposed development in order to determine speed limits, turn lane configurations, etc. This study can be required if the Village determines that current facilities will not be adequate for the proposed increase in traffic due to added development. The Developer shall incur all costs associated with a required traffic study.

605 Specifications for Subdivision Street Construction

The following specifications shall govern subdivision street construction in the Village, including its 1.5 mile planning jurisdiction.

605.1 Excavation and Grading. Streets within the subdivision shall be excavated true to line and grade. Whenever unsuitable material is encountered in the subgrade, it shall be removed and replaced with a minimum 12-inch lift of coarse aggregate for granular subbase or other acceptable granular material. All undercuts shall have appropriate drainage provisions. The Village Engineer shall inspect and approve the subgrade prior to construction of the base course.

605.2 Base Courses. Base courses shall be constructed in accordance with the Standard Specifications and Design Requirements.

605.3 Hot-Mix Asphalt Courses. Hot-Mix asphalt courses shall be constructed in accordance with the Standard Specifications and Design Requirements.

605.4 Hot-Mix Asphalt Surface. Hot-mix asphalt surface shall not be constructed until the risk of damage from other construction activity has been minimized and as approved by the Village Engineer. The Village Engineer shall inspect, and the Developer shall repair, any areas of the hot-mix asphalt which shows evidence of distress or failure prior to construction of the surface course. A bituminous material tack coat shall be applied between hot-mix asphalt courses unless otherwise approved by the Village Engineer.

605.5 Concrete Pavement. Concrete pavement shall be constructed to a width and thickness shown on the Design Requirements and in accordance with the Standard Specifications.

605.6 Sidewalks. Concrete sidewalks, 5 feet wide and 1 foot in from the right-of-way, shall be installed on both sides of every street with 4 inches of Aggregate Base Course, Type B, CA 6 ; a minimum 4 inches of Class SI Portland cement concrete (minimum 6 inches where vehicle crossing is permitted). The Developer may not substitute an off-site pedestrian trail as an alternative to a sidewalk on Village streets.

605.7 Curb and Gutter. Except where a proposed street would continue an existing street constructed with a rural cross-section, and the Village determines that the continuation of that section is appropriate, all streets shall be improved with combination concrete curb and gutter as

detailed in the Design Requirements, and it shall be constructed in accordance with the Standard Specifications. Swales will only be allowed with prior approval from the Village.

605.8 Drainage. Streets with a rural cross-section will generally have a drainage system consisting of roadside ditches and culverts, while streets with a curb and gutter section will generally have a drainage system consisting of storm sewer and curb inlets. All ditches, culverts and storm sewers shall be sized and inlet spacing determined on the basis of hydrologic and hydraulic calculations for a 10 year storm event. All drainage structures shall be in place before surfacing material is installed.

- A. Open Drainage System. Cross-road culverts shall have a minimum diameter of 18 inches or equivalent, with metal end sections, and shall run from ditch line to ditch line. Driveway culverts shall have a minimum diameter of 15 inches or equivalent, with metal end sections, and be of such length so as to adequately span the driveway. Culverts shall meet the requirements of the Standard Specifications.
- B. Closed Drainage System. Storm sewers shall have a minimum diameter of 12 inches and shall meet the requirements of the Standard Specifications. Inlets and manholes shall be constructed in accordance with the Standard Specifications. These drainage structures shall be of such diameter so as to adequately accommodate the number and configuration of pipes entering and leaving the structure.

605.9 Topsoil and Seeding. Prior to acceptance of any street all unpaved areas within the right-of-way shall be stabilized with dense turf grass achieving at least 80% surface area coverage. Six (6) inches of topsoil and Class 1 seeding or sodding shall be placed in accordance with the Standard Specifications.

605.10 Signs. The Developer shall furnish and erect all necessary signs, including street signs, as designated by the Village Engineer. The Developer shall include a signage plan with the final engineering plans which addresses the above.

605.11 Snowplowing. The Developer is responsible for plowing any street that has not been dedicated and accepted by the Village. The Developer is responsible for any damage that may occur as a result of such plowing.

605.12 Trench Backfill. Whenever the excavation is within 2 feet of existing, proposed, or future streets, parking areas, driveways, or other paved areas, the trench shall be backfilled with approved selected granular material, compacted in place. The top 12 inches of the backfill shall be filled with Aggregate Base Course, Type B, CA 6 and maintained as a temporary surface for the normal use of the area.

606 Landscaping

Landscaping regulations and guidelines shall be in accordance with Chapter 1214, "Landscaping" of the Richton Park Code.

607 Acceptance of Streets

Project security reductions and complete release of street improvements shall be in accordance with Article 10 of this Subdivision Ordinance.

608 Electric and Communication

608.1 Coordination. The Developer shall keep all utility, electric, and communication entities apprised of the progress on the subdivision, and coordinate construction activities with theirs. If underground utility installations cannot be completed prior to final grading and seeding, it shall be the responsibility of the Developer to restore the site and turf following installation of underground utilities. Utility companies shall not dig trenches across any streets after placement of the aggregate base course unless complete restoration, approved by the Village Engineer, is provided. Furthermore, all areas disturbed within existing subdivisions by placement of underground utility lines must be restored to original grade with appropriate topsoil and seed or sodding by the utility company.

608.2 Location of Lines.

- A. **New Development.** All electric and communication lines, both main and service connections servicing new developments, shall be provided by underground wiring within easements or dedicated public rights-of-way, installed in accordance with the prevailing standards and practices of the utility or other companies providing such services. Conduits and/or cables shall be placed within the easements or dedicated public ways in a manner which will not conflict with other underground services. All transformer boxes shall be located so as not to be unsightly or hazardous to the public.
- B. **Existing Streets and Service.** Lots that abut existing easements or public rights-of-way, where overhead electric or communication distribution supply lines and service connections have previously been installed, may be supplied with electric and communication service from those overhead lines. New service connections from the utilities' overhead lines shall be installed underground. In the case of existing overhead utilities, should a street widening, or an extension of service, or other such condition occur as a result of the subdivision and necessitates the replacement or relocation of such utilities, such replacement or relocation shall be underground.

608.3 Pole Placement. Whenever overhead lines are permitted, consistent with or as an exception to the above standards, the placement and alignment of poles shall be designed to lessen the visual impact of overhead lines and avoid close proximity to underground infrastructure. Alignments and pole locations shall be carefully routed to avoid locations along horizons; clearing swaths through wooded areas shall be avoided by selective cutting and a staggered alignment; trees shall be planted in open areas and at key locations to minimize the view of the poles and the alignments; and alignments shall follow rear lot lines and other alignments.

608.4 Street Lighting. In all subdivisions within the corporate limits of the Village, street lighting shall be provided throughout by the Developer.

- A. **System:** Every public or private street or thoroughfare, or any area which primarily serves, or is intended to serve, as a vehicular and pedestrian access to abutting lands, shall be improved with street lights.
- B. **Equipment:** A street lighting system shall consist essentially of the following equipment: luminaires, lamps, poles, cable, conduit, controllers, and miscellaneous items. The installations shall be made in conformance with Village codes and in a workmanlike manner. The installation shall be complete and ready for operation,

including all required connections to existing power sources.

C. **Equipment Standards:** All design standards shall be reviewed by the Village Engineer prior to acceptance. The Village Engineer reserves the right to make changes as necessary due to specific project circumstances.

1. **Luminaires:** Specifications and photometric calculations shall be submitted to the Village for review and approval.

House side shields shall be installed, facing any residential home or as deemed necessary by the Village Engineer to shield excessive light.

2. **Poles:** Poles shall be one-piece corrosion resistant, durable cast aluminum construction, with flush hand hole. The hand hole cover shall have tamper resistant hardware with grounding lug provided.

3. **Cable:** Conductors shall be USE rated stranded copper wire sized for the lighting system by a design professional. Conductors shall be installed in polyethylene unit duct conduit listed by a recognized testing agency. Unit duct conduit shall be installed 18 inches to 24 inches below finished grade and 2 feet to 3 feet from and parallel to the back of curb. Splices shall be in hand holes or junction boxes.

D. **Convenience Outlet:** As directed by the Village Engineer, light posts shall have a standard duplex outlet with a metal lockable, in-use cover conforming to the National Electric Code. **Light Locations:** Streetlights shall be placed, at a minimum, at all intersections, pronounced curvatures, cul-de-sac terminations, and mid-block locations, or as deemed appropriate by the Village Engineer. Spacing of street lights shall be at intervals of no greater than two hundred feet (200') unless otherwise determined by photometric plans approved by the Village Engineer.

608.5 Permits for Utility Services. Permits must be obtained from the governing body for the installation of communication, electric, gas and other utility services, before any installation is started, and the Village shall be informed in writing of approval of said permits. Installation of all utilities must fully comply with all Village utility ordinances.

609 Schedule of Minimum Design Requirements for Subdivision Streets

The following minimum design requirements shall apply to subdivision streets in the Village:

Schedule of Minimum Design Requirements for Subdivision Streets Curb and Gutter Sections

Access	Collector	Local	Minor	Business & Industrial Access
Right-of-way	70'	66'	66'	70'
Horizontal Alignment (Centerline Radius)	467'	250'	250'	467'
Vertical Alignment (Max./Min.)	8%/0.5%	8%/0.5%	8%/0.5%	6%/0.5%
Pavement Width	39'	36'	29'	39'

(Face to Face)				
Pavement Structure	8" Aggregate Base Course, Type B 6" Hot-Mix Asphalt Binder, N50 2" Hot-Mix Asphalt Surface, N50 or 8"PCC with wire fabric and 4" aggregate base course, Type B	8" Aggregate Base Course, Type B 4" Hot-Mix Asphalt Binder, N50 2" Hot-Mix Asphalt Surface, N50 or 6"PCC with wire fabric and 4" aggregate base course, Type B	8" Aggregate Base Course, Type B 4" Hot-Mix Asphalt Binder, N50 2" Hot-Mix Asphalt Surface, N50 or 6"PCC with wire fabric and 4" aggregate base course, Type B	8" Aggregate Base Course, Type B 8" Hot-Mix Asphalt Binder, N50 2" Hot-Mix Asphalt Binder, N50 or 10"PCC with wire fabric and 4" aggregate base course, Type B
Curb & Gutter	B-6.12	B-6.12	B-6.12	B-6.12
Sidewalk	5' wide	5' wide	5' wide	5' wide
Cul-de sacs	Not Allowed	Not Allowed	120' diameter right-of-way, 80' diameter pavement	Not Allowed
Crown	2% min.	2% min.	2% min.	2% min.
Parking	Not Allowed	One side 8' Min.	Not Allowed	Not Allowed

Article 7 Water and Wastewater Systems

701 Water Supply

701.1 General. All subdivisions within the corporate limits of the Village shall have an interconnected water distribution system supplying all lots with water from a source approved by the Board of Trustees and the Illinois Environmental Protection Agency.

Community water sources shall not be allowed within the 1.5 mile jurisdiction of the Village. Individual well water systems shall not be allowed within the Village.

701.2 Capacity. The water supply system shall be adequate to handle the necessary flow based on complete development of the subdivision. The demand rates for all uses, including fire protection, shall be considered in computing the total system demand. The average daily residential and non-residential demand shall be computed in accordance with Title 35 of the Illinois Administrative Code.

701.3 System Design. The location of proposed connections to the existing water system shall be approved by the Village Engineer, taking into consideration the available capacity of the entire system. All connections shall be made under full water service pressure unless otherwise approved by the Village Engineer. Connections shall be accomplished without interruption of service unless approved by the Village Engineer. All connections must be coordinated with the Village for all water main shut-downs.

A. General. Except as provided below, system design and placement shall comply with the construction specifications set forth in the Village Engineering Standards.

All testing and disinfection shall be in accordance with the regulatory requirements of the IEPA.

Extensions to the water distribution system shall form a complete network and be compatible with the existing water system network. Mains shall be extended to the property lines along public rights-of-way and at any location indicated by the Village Engineer.

Transmission mains within or adjacent to a development shall be sized and located as directed by the Village Engineer. Secondary mains shall be sized, looped, and spaced as required for fire flows.

Distribution mains shall form a grid to supply water to the local fire hydrants and service lines.

B. Specific.

- The water distribution system shall be designed to provide water meeting or exceeding the standards set out in Title 35 of the Illinois Administrative Code.
- Water mains shall be designed to avoid dead ends.
- The proposed water system extension shall be arranged so that in the event of a break in any main, there will be minimal service interruption, and,

in no case, shall require closure of more than three (3) valves.

- Water mains shall have a minimum diameter of 8 inches.
- Water mains shall, whenever practical, be located between the sidewalk and the curb.
- All pipe shall be laid to a minimum of five and one half (5 ½) feet measured from the existing or proposed ground surface (or subsequent excavation or fill) to the top of the pipe barrel. The mains shall be laid to grades shown on plans.
- Valves (open left) shall be located no further apart than 1,200 feet. Two valves shall be provided at every "T" intersection of a water main. Three valves shall be provided at every "X" intersection of a water main.
- All valves shall be operated by or under the supervision of the Village's Public Works Department.
- High points along the water main shall be minimized if possible. Placement of fire hydrants and/or air release valves at high points may be required as deemed necessary by the Village Engineer. All air release valves shall be placed in vaults.
- Valve vaults shall be provided for all butterfly valves. Gate valves and fire hydrant auxiliary valves shall be located in a valve box or vault in accordance with Village Engineering Standards.
- Water main materials shall meet Village Engineering Standards.
- No water main transmission lines shall be permitted in the rear yards of any development. Special circumstances which may warrant placement of a water main in a rear or side yard must receive prior approval from the Village Engineer and require a 20' utility easement (10' each side of the main).
- Water main appurtenances, such as vaults and boxes, shall be designed such that they are not located in residential driveways.

C. Fire Protection. If required by the Village Engineer or Fire Chief, the design engineer shall show, in a separate report to the Village Engineer and the Fire Department, that at various locations, selected by the Village Engineer, the proposed water main system will supply the required fire flows in excess of domestic consumption demands per the Village engineering standards. A "C" factor of 100 for an old water main pipe or 140 for new pipe shall be assumed.

D. Water Services. Water services shall be sized in accordance with the Illinois Plumbing Code and in conformance with material specifications in the Village Engineering Standards.

Water service lines shall be stubbed from the water main to the nearest private

property lot line terminating at a curb stop with curb box. The curb stop with box shall be located outside of future hard surface improvements including sidewalk, driveways, and driveway aprons. Water services shall have at least five and one half (5 ½) feet, but no more than 6 feet, of cover. Every building on a lot served with water shall have its own separate water service with curb stop and curb box, and taps shall be directly into the water main.

- E. Tapping Requirements.** New mains shall be directly tapped into the existing water main by way of pressurized tap and tapping sleeve with valve in accordance with Village Engineering Standards. The valve shall be located inside a manhole encompassing the entire valve, tap connections and main.
- F. Permits.** No water system construction may begin without a valid public water supply construction permit issued by the IEPA. No water system improvement may be operated without a valid operating permit issued by the IEPA.
- G. Pipe Joints.** Sections of water main pipe shall be connected by means of push-on joints while all fittings must be equipped with mechanical joints, all in accordance with Village Engineering Standards.
- H. Installation.** Water system construction shall, in all respects, be in accordance with the Standard Specifications, State, and local regulations. No construction shall commence until copies of the approved permits are on file with the Village Engineer.

701.4. Testing. The Contractor shall notify the Village and Village Engineer at least seventy-two (72) hours in advance of pressure testing, chlorination, and water sampling. All water samples will be sent by the chlorinator to a State of Illinois certified testing lab for coliform bacterial analysis. All testing and chlorination must be witnessed by a representative of the Village. If initial samples fail, the Village reserves the right to charge for water use for all subsequent testing performed.

701.5 Water and Sewer Separation. Water main shall be protected in accordance with the Standard Specifications.

701.6 Fire Hydrants. Hydrants shall be placed not more than 300 feet apart.. In commercial areas, fire hydrants shall be a minimum of 25 feet from a building. Fire hydrants shall have a 5.5 foot bury with final landscaping grade being not more than 2 inches higher or lower of the bury line on each hydrant and the minimum distance from the landscaping grade to the center of the steamer nozzle being 18 inches and 24 inches maximum.

702 Sanitary Sewers

702.1 General. All developments regulated by this ordinance shall include provisions for the construction of or connection to sanitary sewerage facilities. At a minimum, proposed sanitary sewer construction shall include a system of sewers between a connection to an existing sewer system at an approved location and the boundary line of each individual parcel of property within or adjacent to the development. Where more than one building is located or planned on one parcel of property, the proposed construction shall include all sanitary sewer construction and appurtenances within the parcel. The design of all sanitary sewerage facilities shall also meet all required technical requirements of Village Engineering Standards, Standard Specifications, Metropolitan Water Reclamation District of Greater Chicago (MWRD), and the IEPA.

In determining whether Village sanitary sewer service is available, the Village shall consider the capacity of existing mains and pump stations to serve the proposed development.

The design plans submitted to the Village Engineer for approval shall include a map of the Ultimate Service Area. The Ultimate Service Area shall include the entire area proposed to be served by all or a portion of the proposed sanitary sewer. At the Village's discretion, the Ultimate Service Area may be required to be extended beyond the limits of any development. The incremental cost for such extension of the Ultimate Service Area beyond the limits of the development may be subject to the enforcement of a recapture agreement against the benefitted properties, as defined in such recapture agreement.

Adequate details shall be shown on the Ultimate Service Area map relative to future sewer sizes, elevations and topography to establish the adequacy of construction plans submitted for approval to serve possible future extensions beyond the Ultimate Service Area. Additionally, Population Equivalent (PE) calculations shall be provided for all immediate and future service areas for approval by the Village Engineer.

All proposals for new public sanitary sewer systems or extensions to existing public sewer systems shall be approved and a permit must be obtained prior to construction from the regulatory authorities.

702.2 Sanitary Design and Placement. The location of proposed connections to the existing sanitary sewer system shall be approved by the Village Engineer, taking into consideration the available capacity of the entire system.

- A. General.** The sanitary sewer system shall be adequate to handle the necessary flow based on complete development of the subdivision in accordance with the standards set forth in Title 35 of the Illinois Administrative Code, as amended.
- Sewer mains shall be designed in accordance with MWRD Ordinances, Standard Specifications, and Village Engineering Standards. In case of conflict the more stringent requirements contained in the cited documents shall apply unless otherwise approved by the Village Engineer.
 - The sewers shall be designed in such a way as to insure a minimum velocity of flow of 2 feet per second and a maximum velocity of flow of 8 feet per second. Sanitary sewers shall, whenever practical, be located in the center of the street.
 - Sewer mains shall be of adequate size to serve the entire proposed development and, except as otherwise approved by the Village Engineer, shall be installed in the street right-of-way, or in an easement adjacent thereto.
 - Sewer mains shall not be installed within ten (10) feet of a building. The minimum sewer *main* size shall be eight (8) inch internal diameter and the minimum sewer *service* size shall be six (6) inch internal diameter.
 - Average design flow for a sanitary sewer facility shall be 100 gallons per capita per day (gpcpd). The maximum design flow for sewer laterals need not exceed 400 gpcpd and the maximum design flow for collecting sewer mains and trunks shall not be less than 250 gpcpd. The design engineer is

to provide detailed design calculations for approval.

- All pipe shall be laid to a minimum depth of four (4) feet measured from the existing or proposed ground surface to the top of the pipe unless approved by the Village Engineer.

No sanitary sewer mains shall be permitted in the rear yards of any development. Special circumstances which may warrant placement of a sanitary main in a rear or side yard must receive prior approval from the Village Engineer and require a minimum 20' utility easement centered on the main with an additional 2' of width for every foot deeper than 10' from finished grade to the bottom of the pipe.

Manholes shall be located such that castings are not located within residential driveways or public sidewalks.

B. Sanitary Sewer Materials. Shall conform to the Village Engineering Standards.

C. Sanitary Sewer Alignment. The sanitary sewer manhole frames are to be located in the center of the street or within 3 feet of the back of curb. Where the sanitary sewer is located outside the pavement in the road right-of-way, manholes shall be located as close to the property lines as practical. Locations where this occurs shall be approved by the Village Engineer and Director of Public Works. Sewer main shall be designed to avoid changes in flow direction of 90 degrees or more where possible.

D. Manholes. Manholes shall be provided at the end of each line, at all changes in grade, direction, material or pipe size and be not more than 400 feet apart. Manholes shall be located to avoid inundation by stormwater including in drainages swales, ditches, and detention basins. Sewers shall be laid straight in both horizontal and vertical planes between manholes, unless otherwise approved by the Village Engineer. The invert elevations shall be adjusted to maintain a uniform energy gradient by matching the 0.8 depth points of different diameters. Manholes and castings shall conform to the Village Engineering Standards.

Drop manholes shall be required where the elevation of the invert pipe is hydraulically required to be more than 24-inches above the invert of the manhole. Drop pipe shall be external to the manhole and be approved by the Village Engineer.

An inspection manhole shall be constructed on all non-residential sanitary service sewers.

Such inspection manholes shall be constructed on the building service sewer before it connects to the sewer main, and will not be closer than five (5) feet to the building. There shall be no flow into the inspection manhole except flow from the building or buildings for which the inspection manhole is intended. Manholes constructed on public sewer, or on sewers receiving other flows, are not considered inspection manholes.

E. Lift Stations. Whenever possible, sanitary sewerage gravity facilities shall be designed so as to avoid the necessity of providing lift stations. Lift station and force main designs shall be submitted for review and approval by the Director of Public

Works and the Village Engineer prior to submission to the MWRD.

Whenever a development proposes to use a lift station to serve part or all of the lots in the development, the lift station shall be designed to the satisfaction of the Village and offered to it for dedication. The Village may refuse to accept the dedication where it finds that the development will probably be served without the use of the lift station at some time during the planning period.

Each lift station shall be equipped with a standard building which is compatible in design with nearby uses and which is large enough to accommodate any required equipment (i.e. generator, control panel, etc., as deemed necessary by the Village). Stations shall utilize submersible pumps. A standby internal combustion power source shall be provided for each lift station. Generators shall have a block heater, an automatic transfer switch and an automatic exercise capability. Generators shall have an all-weather enclosure. Stations shall have a minimum of two pumps. The station shall also be equipped with a compatible telemetry alarm and communication system connected to the Village's existing alarm panel, as directed by the Village Engineer and Director of Public Works.

- F. Service Lines.** Services constructed as part of a new main sewer extension shall be connected to the main sewer using a wye. Eight inch diameter services or larger may be connected at a manhole when approved by the Director of Public Works. Clean outs shall be installed to the finished grade and are required for all sanitary services and prior to all bends that cumulatively achieve 90 degrees.
- G. Installation.** Sewer system construction shall in all respects be in accordance with the regulations of the MWRD and the Standard Specifications. No construction shall commence until copies of the approved permits are on file with the Village Engineer.

All types of pipes shall be handled in such a manner to prevent damage to the pipe. Damaged or defective material on the job site shall be rejected and replaced to the satisfaction of the Village Engineer. The methods of handling shall be corrected to prevent further damage when brought to the attention of the Contractor.

Dirt or other foreign material shall be prevented from entering the pipe or pipe joint during handling or laying operations and any pipe or fitting that has been installed with dirt or foreign material in it shall be removed, cleaned and relaid. At times when pipe laying is not in progress, the open ends of the pipe shall be closed by a watertight plug or by other means approved by the Village Engineer to ensure absolute cleanliness inside the pipe. Additionally, the existing sanitary sewer shall be plugged until construction is complete.

The laying of pipe in finished trenches shall be installed to line and grade as specified on the approved plans. The sewer line shall start at the outlet end with the spigot ends pointing in the direction of flow and shall proceed toward the inlet end with pipes abutting true to line and grade. The ends of the pipes shall be carefully cleaned before the pipes are lowered into the trenches. As each length of pipe is laid, the mouth of the pipe shall be properly protected to prevent the entrance of earth or bedding material. The pipe shall be fitted and matched so that when laid in the work they will form a sewer with a smooth, uniform invert.

All sewer pipe installations shall be inspected by the Village. No backfilling or closing of a sewer pipe trench shall be accomplished until specific permission to do so has been given by authorized Village representatives. Upon approval, backfilling or closing of trenches shall be completed immediately.

Connection of new sewers to existing sewers, when encountered in construction, shall be made as approved by the Village Engineer. Such connections shall be made within a manhole, except for individual residential connections. A non-shear coupling shall be used for connection of dissimilar materials.

When connections are made to sewers, special care must be taken that no part of the work is built under water. A flume or dam must be installed and bypass pumping maintained if necessary, to keep the new work dry until completed and concrete or mortar has properly cured.

Junctions, service stubs or extension of the main sewer line for future sewer connections shall be plugged at the ends, or otherwise sealed off in a manner approved by the Village Engineer.

All jointing material shall be used in accordance with the recommendations of the manufacturer. Each pipe shall be pushed or pulled as tightly as possible to the section in place to insure tight joints.

Curvature of sanitary sewers is not allowed unless, in the opinion of the Village Engineer, special circumstances dictate otherwise. Pipe required to be laid on curved alignment shall be joined in straight alignment and then deflected, joint by joint. Special care shall be taken in clocking the pipe and, in no case, shall the degree of deflection exceed the manufacturer's recommendations for the respective pipe size, material, and barrel length.

The Contractor shall keep a "field record" of all sewer services/stub locations by measurement to the nearest downstream manhole. Such records shall be delivered to the Village Engineer prior to scheduling testing and acceptance of the sewer construction.

702.3 Testing. The Contractor shall notify the Village and Village Engineer at least seventy-two (72) hours in advance to arrange for appropriate testing prior to placing a sanitary sewer system into service in accordance with the Standard Specifications. All sections of pipe must be televised at the expense of the Developer. Approval must be obtained from the Village Engineer or Director of Public Works, and a copy supplied to be kept on file.

703 Oversizing Water and Sewer Facilities

The Village may require the Developer to size water and sanitary sewer facilities to address future development consistent with the Comprehensive Plan. Where appropriate, this may be accommodated by a recapture agreement or borne by the Village if so accepted and authorized by the Board of Trustees.

Article 8 Storm Water Control

801

All subdivision development shall be subject to the provisions set forth in the Village of Richton Park Floodplain and Stormwater Management Code.

Article 9 Donations for Parks, School, Library and Municipal Impact Fees

901 Dedication of Park and Recreation Space and Facilities

See the Park Land / Cash Donation Ordinances #853 and #1159 .

902 Dedication of School Site Space and Facilities

See the School Land / Cash Donation Ordinances #766 and #1159.

903 Developer Donation to the Local Public Library District

See Chapter 1441 of the Richton Park Code

904 Municipal Impact Fee

See Chapter 1441 of the Richton Park Code

Article 10 Engineering Drawings and Guarantees

1001 Purpose

This Article is intended to address the preparation of Engineering Drawings, the timing of infrastructure and guarantees.

1002 Engineering Drawings

Prior to the Planning and Zoning Commission's consideration of the Final Plat, the Developer shall submit engineering plans in accordance with Appendix A demonstrating that any proposed street, water or sewer line and related facility, stormwater drainage facility and/or other engineered facility complies with the standards set forth in this Subdivision Ordinance and good engineering practices. The Developer shall provide the Village with plans as follows:

- a. Four (4) full size scaled drawings on paper sheets measuring no greater than 24-inches by 36-inches
- b. Fifteen (15) reduced size scaled drawings on paper sheets measuring no greater than 11-inches by 17-inches
- c. An electronic copy of the scaled drawings in a format acceptable to the Village

1003 Construction Supervision

The Developer shall incur all costs associated with construction supervision by a Village representative who shall be responsible for overseeing the project to assure that construction of the engineering improvements substantially complies with the approved plans and specifications. The Village shall supply the Developer with an estimate of the total number of hours and the name and contact information of the representative. Estimates shall be based on a percentage of the total improvement costs for the project, as referenced in Section 1005. The Village reserves the right to increase this amount as-needed if it feels additional inspection time is required. All costs associated with the construction supervision will be paid in full by the Developer prior to beginning the construction phase of the project. Any additional costs shall be paid in full within 30 days of an invoice being sent to the Developer by the Village. No improvements shall be started until the Final Plat has been approved by the Board of Trustees, guarantees posted and the Final Plat recorded.

A site manager, employed by the Developer, must be on-site at all times when any utilities are being installed. The Village shall not be responsible for any damage to existing improvements in the area. Should any damage occur, the Developer shall be responsible for all costs incurred to remedy any such damage in a timely manner.

1004 Maintenance of Improvements

The Developer shall be responsible for maintaining all improvements until they are accepted by the appropriate governmental entity. Maintenance shall include the snow plowing of streets to ensure adequate access to any lots that have been sold.

1005 Estimate of Costs

Prior to the Planning and Zoning Commission's consideration of the Final Plat, the Developer shall prepare an estimate of costs of any improvements proposed or otherwise related to the Final

Plat, including off-site improvements. These improvements shall include streets, water or sewer facilities, storm drainage facilities, park and recreation facilities, landscaping, and other facilities which will be dedicated or set aside for a public or quasi-public use. Such an estimate will be provided by a person or persons qualified to design the facilities and are subject to approval by the Village Engineer. The estimate for street, water, sewer and stormwater facilities shall be provided by a registered professional engineer.

1006 Amount of Performance Guarantee

The Developer shall provide a performance guarantee in an amount sufficient to address one hundred thirteen percent (113%) of the estimate of costs. The purpose of the performance guarantee is to ensure the adequate completion of the improvements as shown on the Final Plat and engineering plans. In the event that some or all of the improvements will be covered by a performance guarantee to another government agency, no guarantee will be required for such improvements. Any guarantee shall be in effect for one (1) year. Additional renewals may be allowed with the consent of the Board of Trustees.

1007 Partial Release

Upon substantial completion of part or all of the required improvements, as certified by the Developer's engineer, the Developer may request, in writing, a release from the performance guarantee covering those improvements. The Village Engineer shall inspect said improvements to determine whether said improvements are completed in accordance with the approved plans. The Board of Trustees shall review the Village Engineer's recommendation to determine whether to reduce the amount of the estimate accordingly.

1008 Complete Release

Upon completion of all the improvements, the Developer shall submit to the Village "as-built" engineering plans certified by the Developer's engineer. The Village Engineer shall review the same and determine whether the improvements comply with the approved plans. Additionally, the as-builts must show actual locations of all underground sewers, utilities, and structures. These as-built plans must be submitted in electronic format, either .dwg (AutoCAD) or GIS format. All plans must be in state plane coordinates for the updating of the existing Village mapping system.

The Village will create a punch list of items that need to be fixed in a timely manner. The Developer shall complete the punch list items within thirty (30) days of receipt. The Board of Trustees shall review the same and determine whether to accept or, in the case of facilities not dedicated to the public, approve the facilities. If the Board of Trustees accepts or approves the improvements, the Village shall either allow the guarantee to be reduced to twenty-three percent (23%) of the original guarantee amount, the remaining amount constituting a maintenance guarantee for a period of two (2) years, or allow a new maintenance bond for twenty-three percent (23%) of the original guarantee amount for a period of two (2) years.

1009 Types of Guarantees

Performance and maintenance guarantees may be provided by a variety of means including, but not limited to, the following:

- A. Letter of Credit.** The Developer may provide an irrevocable Letter of Credit from

a bank or other reputable institution.

- B. Performance Bond.** The Developer may provide a performance bond for the total amount.
- C. Escrow Account.** The Developer may deposit cash or instruments readily convertible into cash at face value with the Village.

Appendix A: Engineering Report

A-1 General

All street and utility plans submitted in conjunction with a Final Plat shall include Engineering Plans consistent with this Appendix.

A-2 Signature and Seal of Engineer Required

All street and utility plans shall be prepared by a registered professional engineer and bear their signature, seal, and date of license expiration.

A-3 Minimum Data Required

Street plans must be complete in all respects and shall include at a minimum, the following data:

- Reference specification such as the Standard Specifications.
 - Plan and profile (to suitable scale) of all roads to be improved.
 - Cross-sections (to suitable scale) at 100 foot (minimum).
 - Size, length, material type, slope, and invert elevation of all drainage structures.
 - Hydraulic calculations demonstrating the volume or flow capacity of all stormwater management features shall be provided.
 - Plan and profile (to suitable scale), cross-sections (if appropriate) and typical section of all off-site drainage within 300 feet and all on-site drainage in drainage easements.
 - Typical road section or sections as appropriate.
 - Details of all structures and special construction of any nature.
 - Typical or specific details at road intersections, cul-de-sacs, "T" turn-arounds, etc.
 - Street construction and maintenance easements, drainage easements and lot lines.
 - All plans to the same topographic datum as the Preliminary Plat, and two permanent benchmarks.
 - Street lighting as required by the Subdivision Ordinance.
 - Sidewalks as required by the Subdivision Ordinance.
 - Plan and profile of any water and sanitary sewer lines.
 - Plan showing existing and proposed contours and storm sewer outfall structures related to detention and retention basins.
- Stormwater Pollution Prevention Plan conforming to regulatory requirements.

A-4 Cost Estimate

A complete and detailed estimate of costs, prepared and signed by a registered professional engineer, must accompany the plans.

A-5 Certificate of Insurance

A certificate of insurance shall be filed with the Village for all contractors working within the public way.

A-6 Preconstruction Requirements

A preconstruction conference with the representatives of the Developer and the Village will be required before the Contractor proceeds with construction. The Contractor will notify the Village Engineer and the Village seventy-two (72) hours in advance of any work being started.

A-7 Good Engineering Practice and Compliance with the Subdivision Ordinance Required

Review and approval of street and utility plans does not relieve the design engineer of the responsibility for an adequate design in accordance with good engineering practice and meeting the requirements of the Subdivision Ordinance.

Appendix B: Fee Schedule

- B-1** Fees Due. At the time of submittal the applicant shall be responsible for the payment of fees in accordance with Chapter 1447 of the Richton Park Code.
- B-2** Security Deposit. The applicant, upon submittal of any sketch plan, plat, PUD, or site plan review, shall be responsible to submit a cash security deposit to the Village in the amount of \$1,000.00, to be drawn upon only in the event balances relating to said review should become delinquent.
- B-3** Retained Personnel Fees. In addition to fees due in accordance with Chapter 1447 of the Richton Park Code, the applicant shall be responsible for the payment of all planning, engineering, legal and notification fees assessed in connection with the sketch plan, plat, PUD, or site plan review.

Appendix C: Special Service Area Model Ordinance

Section 1: The Village of Richton Park has the authority pursuant to Article VII, Section 7 of the Illinois Constitution of 1970 (Ill. Const. Art. VII, §7, 1970) to provide special services to contiguous areas within its corporate limits and to provide the manner of levying and imposing additional taxes upon such areas to pay the costs of such special services in accordance with the provisions of the Special Service Area Tax Law (35 ILCS 200/27-5, *et seq.*)

Section 2: The Board of Trustees of Trustees of the Village of Richton Park finds as follows:

- A. That it is in the public interest, and in the interest of the area legally described in Section 4 hereof, that the establishment of said area as a Special Service Area for the purposes set forth herein be considered under the provisions of the Special Service Area Tax Law.
- B. That said area is compact, contiguous and within the corporate limits of the Village of Richton Park.
- C. That said area is zoned for residential purposes and will receive a special benefit from the municipal services to be provided as described herein.
- D. That the proposed municipal services are unique and in addition to the municipal services provided throughout the Village as a whole;
- E. That it is in the best interest of the Village and of said area to consider the levy of special taxes against said area for the provision of said municipal services as described herein.
- F. That the owners of said property have agreed and consented to the establishment of a Special Service Area to provide the special municipal services described herein.

Section 3: A public hearing shall be held on the ____ day of _____, 20__, at _____ the Richton Park Village Hall, 4455 Sauk Trail, Richton Park, Illinois, to consider the creation of Village of Richton Park Special Service Area No. __ as described in the Notice set forth in Section 4 hereof.

The purpose of the formation of Village of Richton Park Special Service Area No. __ is to provide for funds to pay the cost and expense of operating, maintaining and repairing a stormwater detention pond to be located and developed as part of a residential subdivision in the proposed Special Service Area, and for the cost and expense of maintaining and repairing a subdivision sign for said proposed subdivision.

A special tax will be considered at the public hearing which is proposed to be levied at a rate not to exceed _____ (\$____) per annum per _____ of equalized assessed value, upon all taxable property within the Special Service Area, said tax to be in addition to all other taxes provided by law.

Section 4: Notice of said public hearing shall be published at least once not less than fifteen (15) days prior to the public hearing in one or more newspapers of general circulation in the Village of Richton Park. In addition, notice by mailing shall be given by depositing said notice, postage prepaid, in the U.S. mails, addressed to the person or persons in whose name the general taxes for the last preceding year were paid on each lot, block, tract or parcel of land lying within the proposed Special Service Area. Said notice shall be mailed not less than ten (10) days prior to the date set for the public hearing. In the event taxes for the last preceding year were not paid, the notice shall be sent to the person listed on the tax rolls prior to that year as the owner of the property. Said notice shall be in substantially the following form:

NOTICE OF HEARING

Village of Richton Park Special Service Area No. _____

NOTICE is hereby given that on the ____ day of _____, 20____, _____, at the Richton Park Village Hall, 4455 Sauk Trail, Richton Park, Illinois, a hearing will be held by the President and Board of Trustees of Trustees of the Village of Richton Park to consider formation of a Special Service Area which consists of the following described territory:

[Legal Description]

PIN: *[Property Identification Number (PIN)]*

The approximate street location of said area is generally as follows:

[Street Location Description]

An accurate map of said territory is on file in the office of the Village Clerk and is available for inspection.

The purpose of the formation of Village of Richton Park Special Service Area No.____ is to provide for funds to pay the cost and expense of operating, maintaining and repairing a stormwater detention pond to be located and developed as part of a residential subdivision in the proposed Special Service Area, and to pay the cost and expense of maintaining and repairing a subdivision sign for said proposed subdivision, all within the proposed Special Service Area.

A special tax will also be considered at the public hearing which special tax is proposed to be levied at a rate not to exceed _____ (\$____) per annum per _____of equalized assessed value upon all taxable property within the Special Service Area, said tax to be in addition to all other taxes provided by law.

All interested persons affected by the formation of Village of Richton Park Special Service Area No.____ will be given an opportunity to be heard regarding the formation and boundaries of the Special Service Area and may object to the formation of the area and the levy of taxes affecting said area and any other issues embodied in this notice.

The hearing may be adjourned by the Board of Trustees to another date without further notice other than a motion to be entered upon the minutes of its meeting fixing the time and place of its adjournment.

If a petition is filed with the Village Clerk within sixty (60) days following the final adjournment of the public hearing, signed by at least fifty-one percent (51%) of the electors residing within the Special Service Area and by at least fifty-one percent (51%) of the owners of record of land included within the boundaries of the Special Service Area, objecting to the creation of the Special Service Area or the levy or imposition of a special tax for the provision of special services to the area, no such special service area may be created or a tax levied or imposed.

DATED this ____ day of _____, 20____.

/s/ _____, Village Clerk

Section 5: This Ordinance shall be in full force and effect upon its passage, approval, and publication as required by law.

PASSED AND APPROVED this _____ day of _____, 20__.

Village President

ATTEST:

Village Clerk

Appendix D: Security Requirements

H-1 General

The following forms are acceptable for meeting the guarantees required by the Subdivision Ordinance.

H-2 Form of Letter of Credit

IRREVOCABLE LETTER OF CREDIT

Date: _____

Irrevocable Letter of Credit No.: _____

Beneficiary

Village of Richton Park
4455 Sauk Trail
Richton Park, IL 60471
Attention: Village Clerk

Applicant

(Party Requesting
Letter of Credit)
(Address)

Amount

USD \$(Amount) _____

Expiration Date _____

The undersigned, _____ (Bank) _____ of _____ (City/State) _____, hereby issues to the Village of Richton Park, Illinois (the "Village"), this irrevocable Letter of Credit in the initial amount of \$_____, which amount is subject to reduction in accordance with the provisions hereof, and which amount, as in effect on the date hereof or as so reduced hereafter, is hereinafter referred to as the "Stated Amount." The undersigned represents and warrants that the undersigned has full power and authority to issue this Letter of Credit, and that all conditions precedent to the issuance of the Letter of Credit have been satisfied.

1. Draws. Credit may be drawn by the Village by means of presentation to the undersigned of the Village's sight draft substantially in the form of Annex 1.

Draws on said Letter of Credit must also be accompanied by the certificate of the Village substantially in the form of Annex 2 certifying either: (1) that said Letter of Credit is about to expire and has not been renewed; or (2) that work has not been completed in accordance with the plans, specifications and agreements (including any amendments thereof) for the following project (the "Project"):

(Description of Project)

Draws in an amount less than the Stated Amount are permitted. There is no limit on the number of draws the Village may take under this Letter of Credit.

2. Reduction of Stated Amount. The Stated Amount may be reduced upon presentation by the Village of this Letter of Credit and of a certificate substantially in the form of Annex 3. Such

certificate shall be appropriately completed, and shall be delivered to the undersigned at the address above along with the original Letter of Credit. Upon receipt of the certificate and the Letter of Credit, the undersigned shall immediately note the reduced amount on the face of the Letter of Credit, or cancel this Letter of Credit and simultaneously reissue a Letter of Credit identical to this Letter of Credit for the reduced Stated Amount.

3. Amendment of Project Description. The Project may be amended upon presentation by the Village of this Letter of Credit and of a certificate substantially in the form of Annex 4. Such certificate shall be appropriately completed, and shall be delivered to the undersigned at the address above along with the original Letter of Credit. Upon receipt of the certificate and the Letter of Credit, the undersigned shall immediately note the amendment to the Project description on the face of this Letter of Credit or cancel this Letter of Credit and simultaneously reissue a Letter of Credit identical to this Letter of Credit with the amended Project description.

4. Expiration. This irrevocable Letter of Credit shall expire on (Date/Year) provided, however, the undersigned shall notify the Village, by certified mail, return receipt requested, at least 35 days prior to said expiration date, that said Letter of Credit is about to expire. In no event shall this irrevocable Letter of Credit or the obligations contained herein expire except upon said prior written notice, it being expressly agreed by the undersigned that the above expiration date shall be extended and shall be required to comply with this notice provision. Notice shall be made to the Village of Richton Park, 4455 Sauk Trail, Richton Park, IL 60471, Attention: Village Clerk.

The undersigned further agrees that this irrevocable Letter of Credit shall remain in full force and effect and pertain to any and all amendments or modifications which may be made from time to time to the plans, specifications and agreements for the project, with or without notice from the Village of such amendments or modifications.

5. Payment. (Name of Bank) hereby undertakes and engages that all demands made in conformity with this irrevocable Letter of Credit will be duly honored and payment shall be made in immediately available funds upon presentation. If, within 10 days of the date any demand (made in conformity with this irrevocable Letter of Credit) is presented, the undersigned fails to honor same, the undersigned agrees to pay all attorney's fees, Court costs and other expenses incurred by the Village in enforcing the terms of this Letter of Credit.

6. Governing Law. This Letter of Credit, and each provision hereof, shall be governed by and construed in accordance with the Uniform Customs and Practice for Documentary Credits (latest Revision), International Chamber of Commerce, Publication No.500 (the "Uniform Customs"). This Letter of Credit shall be deemed a contract made under the laws of the State of Illinois and shall, as to matters not governed by the Uniform Customs, be governed by and construed in accordance with such laws. The undersigned agrees that venue for any actions brought with respect to this Letter of Credit shall be in the Judicial Circuit of Cook County, Illinois.

_____ (Name of Bank)

By: _____
Title: _____

Attest: _____
Title: _____

Annex 2

Form of Certificate for Drawing

The undersigned, the Village Clerk of the Village of Richton Park, Illinois (the "Village"), with full authority to bind the Village, as beneficiary (the "Beneficiary") under the Letter of Credit referred to below, hereby certifies, with reference to its Irrevocable Letter of Credit No. ___ issued by _____ (Bank) _____ (the "Bank"), in favor of the Beneficiary (the "the Letter of Credit"), that:

(1) the Letter of Credit is about to expire and has not been renewed;

[or, in the alternative]

(2) work has not been completed in accordance with the plans, specifications and agreements (including any amendments thereof) for the following project:

(Description of Project)

IN WITNESS WHEREOF, the Beneficiary has executed and delivered this certificate as of the ___
_____ day of (month) _____, 20 _____

Village of Richton Park, Illinois

By: _____
Village Clerk

Annex 3

Form of Certificate for Reduction of Stated Amount

The undersigned, the Village Clerk of the Village of Richton Park, Illinois (the "Village"), with full authority to bind the Village, as beneficiary (the "Beneficiary") under the Letter of Credit referred to below, hereby certifies, with reference to its Irrevocable Letter of Credit No. ___ issued by _____ ("Bank") _____ (the "Bank"), in favor of the Beneficiary (the "Letter of Credit"), that:

1. Pursuant to the Agreement entered into by and between the Village and _____ (the "Company") _____, dated (month) _____, 20____, the amount available to be drawn under the Letter of Credit (the "Stated Amount"), is reduced by \$ _____ and effective on your receipt hereof, the Stated Amount shall be reduced to \$ _____ and such amount shall thereafter constitute the entire Stated Amount of the Letter of Credit.

2. The undersigned hereby certifies (i) that he or she is authorized to sign this Certificate relating to the Letter of Credit on behalf of the Beneficiary, and (ii) that the Beneficiary has, with the written consent of the Company, reduced the Stated Amount of the Letter of Credit.

Capitalized terms used herein and not otherwise defined are used as defined in the Letter of Credit.

IN WITNESS WHEREOF, the Beneficiary has executed and delivered this certificate as of the __ _____ day of (month) _____, 20_____.

Village of Richton Park, Illinois

By: _____
Village Clerk

Annex 4

Form of Certificate for Amendment of Project Description

The undersigned, the Village Clerk of the Village of Richton Park, Illinois (the "Village"), with full authority to bind the Village, as beneficiary (the "Beneficiary") under the Letter of Credit referred to below, hereby certifies, with reference to its Irrevocable Letter of Credit No. _____ issued by _____ (Bank) _____ (the "Bank"), in favor of the Beneficiary (the "Letter of Credit"), that:

1. Pursuant to the Agreement entered into by and between the Village and _____ (the "Company") _____, dated (month) _____, 20____, the description of the project as contained in paragraph 1 of the Letter of Credit shall be amended upon the undersigned's receipt of this certificate and the original Letter of Credit. After giving effect to the amendment, the description of the Project shall be as follows:

(Description of Project)

and such Project description shall constitute the Project description for the Letter of Credit unless further amended.

2. The undersigned hereby certifies that (i) he or she is authorized to sign this Certificate relating to the Letter of Credit on behalf of the Beneficiary, and (ii) the Beneficiary has, with the written consent of the Company, amended the Project description contained in the Letter of Credit.

Capitalized terms used herein and not otherwise defined are used as defined in the Letter of Credit.

IN WITNESS WHEREOF, the Beneficiary has executed and delivered this certificate as of the __
_____ day of (month) _____, 20_____.

Village of Richton Park, Illinois

By: _____
Village Clerk

Appendix D: Plat Certificates

E-1 General Requirement

Every Final Plat will include those certificates necessary to demonstrate compliance with the Subdivision Ordinance and as required for recordation by the Cook County Recorder of Deeds in a form suitable to both the Village and the County.

All Plats of Subdivision shall be submitted to the Village on 24-inch by 36-inch white bond paper for recording purposes. It shall also be submitted in electronic format as required by the Village Engineer. All coordinates shall be based upon State Plane Coordinates and U.S.G.S. Datum and shall be referenced to fixed monuments.

E-2 Required Certificates – Final Plat

Certificate Indicating Approval by Planning and Zoning Commission. The Final Plat must be approved by the Planning and Zoning Commission. A certificate indicating such approval, to be signed by the Chairperson, shall be placed on the Plat. The following wording is required:

PLAN AND ZONING COMMISSION APPROVAL

Approved by the Planning and Zoning Commission of the Village of Richton Park, Illinois, at a meeting held this _____ day of _____, A.D., 20____.

Chairperson

Developer Donation to School Districts. In accordance with the Richton Park Code, a Developer is required to make a land donation (or pay a fee in lieu thereof) to the School District in which the proposed subdivision is located. When payment or dedication of land is made to the School District, a document evidencing the donation shall be countersigned by the Regional Superintendent of Schools and recorded with the Recorder. A certificate referencing the signed agreement shall be placed on the Final Plat. The following wording is required:

SCHOOL DONATION

In accordance with the Richton Park Code, a land donation (or payment of a fee in lieu of land thereof) has been made. A letter (or signed agreement) confirming this donation, signed by the Superintendent of Richton Park School District _____, _____ High School District _____, _____ School District _____, as appropriate, and acknowledged by the Regional Superintendent of Schools has been recorded as Document _____ in the Recorder's Office in Cook County, Illinois.

County Recorder

Owner's Certificate and Notary Certificate. A certificate shall be placed on the Final Plat

indicating the ownership of the land being subdivided. A notary certificate shall be placed beneath the owner's certificate in witness of the owner's signature. The following general wording of these two certificates is required:

OWNER'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

This is to certify that the undersigned, _____(list names)____ , is [are] the legal owner[s] of the land described on the Plat hereon drawn and shown hereon as subdivided; that he/she [they] has [have] caused said land to be surveyed, subdivided, staked and platted as shown hereon, for the purpose of having this Plat recorded as provided by law; and to the best of my [our] knowledge and belief the drainage of surface waters will not be changed by the construction of such subdivision or part thereof, or, that if such surface water drainage will be changed, reasonable provision has been made for the collection and diversion of such surface waters into public areas, or drains which the subdivider has a right to use, and that such surface waters will be planned for in accordance with generally accepted engineering practices so as to reduce the likelihood of damage to the adjoining property because of the construction of the subdivision.

In witness whereof I [we] have hereto set my [our] hand[s] and seal[s] this _____ day of (month), 20____.

_____ (Seal)

_____ (Seal)

NOTARY'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, the undersigned, a Notary Public in and for the county and state aforesaid, do hereby certify that _____ and _____ of _____, who are personally known to me to be the same person or persons whose name or names are subscribed to the foregoing instrument as such _____ and _____, respectively, appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their own free and voluntary act of said trustee for the uses and purposes therein set forth and the said _____ did also then and there acknowledge that he or she as custodian of the corporate seal of said trustee, did affix the said seal of said trustee to the said instrument as his or her own free voluntary act, and as the free and voluntary act of said trustee for the uses and purposes therein set forth.

Given under my hand and notarial seal, this _____ day of _____, A.D., 20____.

(Seal)

Notary Public

Surveyor's Certificate. The surveyor who prepared the Final Plat shall place thereon a certificate with the following wording:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, _____ an Illinois Registered Land Surveyor do hereby certify that I have surveyed and subdivided the following described property, and that the Plat hereon drawn is a correct representation thereof, all distances are shown in feet and decimal parts thereof.
(Insert Legal Description)

Containing total area, including R.O.W.'s: (in square feet and acres)

This is also to certify that upon completion of construction, concrete monuments, as shown, and iron pipes at all lot corners and points of change in alignment will be set, as required by the Plat Act (765 ILCS 205/0.01 *et seq.*). This is also to certify that the property, as described in the annexed Plat, lies within the corporate limits of the Village of Richton Park, Illinois, which has adopted a comprehensive plan.

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

Illinois Registered Professional Land Surveyor No. _____

Certificate Regarding Flood Hazard. In accordance with the Recorder's Act (55 ILCS 5/3-500] *et seq.*) the surveyor shall determine if any part of the proposed subdivision lies within a flood hazard area as identified by the Federal Emergency Management Agency. An appropriate certificate shall be placed on the Plat and signed by the surveyor. The following wording is required, depending on which situation exists.'

FLOOD HAZARD CERTIFICATE

I certify that none of the above described property is located in a flood hazard area as identified by the Federal Emergency Management Agency.

(signature)
Illinois Registered Land Surveyor

OR

I certify that none of the above described property as subdivided is located in a flood hazard area as identified by the Federal Emergency Management Agency except as indicated on FEMA Floodway Map, Cook County, Illinois, Community Panel Number _____, effective date _____

Given under my hand and seal at _____ Illinois this _____ day of (month), 20____.

COUNTY OF COOK)

This Plat and dedications shown hereon are hereby approved by the Village of Richton Park, Illinois, at a meeting held on the _____ day of (month), 20____.

Village President

Attest: _____
Village Clerk

Recorder's Certificate. A certificate shall be placed on the Final Plat to indicate the date and time of recording, and the book and page on which recorded. The following wording is required:

RECORDER'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

This instrument filed for record in the Recorder's office of Cook County, Illinois, on this _____ day of (month), 20____ at ____ o'clock ____M. and recorded as Document Number _____.

County Recorder

Village Clerk. A certificate shall be placed on the Final Plat indicating that there are no delinquent or unpaid obligations to the Village. The following general wording is required:

VILLAGE CLERK'S CERTIFICATE

My signature, as Village Clerk of the Village of Richton Park, certifies that there are no delinquent or unpaid, current or forfeited special assessments or any deferred installment thereof that has been apportioned against the land included in this Plat of Subdivision.

Village Clerk

Date: _____

STATE OF ILLINOIS)
)
COUNTY OF COOK) SS

I certify that an irrevocably letter of credit or other approved instrument of surety for completion of this subdivision's public improvements has been deposited with my office on _____, 20_____.

Village Clerk

Road Certificate(s). If interior subdivision streets or roads access upon a county, township or state road, the following certificate(s) shall be included on the Final Plat:

ROAD CERTIFICATE

STATE OF ILLINOIS)
)
COUNTY OF COOK) SS

Approved this _____ day of (month), 20_____, as to roadway access to (County/State/Township) Highway No. _____ also known as _____.

(signed)
County Engineer
and/or
Illinois Department of Transportation
and/or
Township Highway Commissioner

State of Illinois Certificate. In accordance with an Act in Relation to the Regulation of Rivers, Lakes and Streams (615 ILCS 5/7), if a subdivision borders upon or includes any public waters in which the State of Illinois has any property rights or property interests, it must have a boundary line indicated between the private interests and the public interests.

The proposed boundary line must be reviewed and approved by the Illinois Department of Natural Resources, Division of Water Resources for the special certificate that must be placed on the Final Plat to indicate that the boundary line has been approved.

STATE OF ILLINOIS CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

Approved by the Department of Transportation of the State of Illinois insofar as this Subdivision Plat, showing lands bordering upon or including public waters of the State of Illinois, relates to the provisions of Section 7 of An Act in Relation to the Regulation of Rivers, Lakes, and Stream of the State of Illinois approved June 10, 1911, as amended, requiring review and approval by said Department as to the boundary line between private interests and public interests.

Dated at Springfield, Illinois, this _____ day of (month), 20____.

Approval recommended: _____
 Director, Division of Water Resources

State of Illinois, by its Department of Natural Resources

By: _____
 Secretary