

PRELIMINARY PLAT/PLAN CHECKLIST

Submit a digital copy (PDF) and one (1) paper copy of the following. All submittals are to be made to the plat officer.

1. Preliminary Plan Set containing the following information (minimum):
 - a. Name, address and phone number of owner, applicant, persons preparing the plan and persons supplying supplemental data;
 - b. Scale at standard graduations, appropriate to show parcel and surrounding area;
 - c. North arrow, location map, date prepared, and plan labeled as preliminary plan;
 - d. Existing and proposed zoning;
 - e. Legal description;
 - f. Site data information block;
 - g. Topography (1 foot contours, elevations referenced to NGVD) on and within 100 ft of tract;
 - h. Topography (1 foot contours, elevations referenced to NGVD) of road right-of-ways within 300 ft. of tract;
 - i. Existing and proposed boundaries as certified by an Illinois Professional Land Surveyor;
 - j. Subdivision and road names;
 - k. Existing and proposed road and other rights-of-way including width and typical cross section;
 - l. Easement dimensions, including conservation, drainage and utilities;
 - m. Open space, park and school sites, pedestrian ways;
 - n. Scenic vistas, beaches, rock formations and outcroppings;
 - o. Water courses, base flood limitations and elevations, wetlands, ponds and seeps;
 - p. Lot dimension and size in square feet;
 - q. Setback lines (may be covered in a note or typical lot exhibit);
 - r. Historical, architectural, archaeological and threatened or endangered species sites;
 - s. Soils limitation overlay for septic systems, wet basins and bearing capacity (3,000 PSF min obtained from on-site investigation);
 - t. Agricultural drain tile locations;
 - u. Site grading plan;
 - v. Building pads, septic & well locations;
 - w. Landscaping, wooded areas and trees six (6) inches in diameter, including species list of site flora and site restoration plan for destroyed flora and a description of proposed vegetative cover;
 - x. Proposed street light locations and signage;
 - y. Stormwater management facilities, storm sewers and main curtain drains;
2. Preliminary Subdivision Plat.
3. Drain tile survey.
4. Kane/DuPage Soil and Water Conservation District Report.
5. Exhibit of USGS map of watershed area.
6. EcoCat report.
7. Wetland delineation map and report.
8. Text of proposed covenants, deed restrictions, homeowner agreements and contracts, private easement provisions, etc.
9. Preliminary Stormwater computations/report.
10. Traffic impact study.
11. Preliminary engineers cost estimate.
12. Soils report.
13. Firmette/FEMA-Floodplain/way information