

Chapter 17 - SUBDIVISION CONTROL REGULATIONS

ARTICLE 1. - PURPOSE, AUTHORITY AND JURISDICTION

17.1.01. - Purpose.

In order to promote the realization of the Comprehensive Plan of the City of Country Club Hills; in order to provide reasonable requirements for public streets, community facilities and other conveniences of the residents of the City of Country Club Hills and contiguous territory; in order that the developers of land may have a procedural guide, to regulate and control the design, construction, use and maintenance of any development or other activity which disturbs or breaks the topsoil or otherwise results in the movement of earth on land situated in the City, the following regulations establishing reasonable standards of design and procedure for subdivisions and for resubdivisions, land and areas subject to development within the City of Country Club Hills and contiguous unincorporated territory are hereby adopted as part of the comprehensive Plan of the City of Country Club Hills.

17.1.02. - Authority.

Authority for the administration of these regulations shall be vested in the City Council of the City of Country Club Hills.

17.1.03. - Jurisdiction.

These regulations shall be applicable to all subdivisions and resubdivisions of land and areas subject to development within the corporate limits of the City of Country Club Hills, and contiguous and unincorporated territory not more than 2.4 kilometers (1.5 miles) beyond the corporate limits of the City of Country Club Hills and not included in any other municipality.

No plan of any subdivision or assessment, planned unit development or plat of survey for condominium development shall be valid or entitled to recordation unless and until the same has been approved by the City Council, in accordance with the procedures provided herein, and no such plat, including planned unit developments within the unincorporated area within one and one-half miles of the corporate limits at any given time, shall be approved without compliance with the standards and improvements required as hereinafter set forth.

17.1.04. - Title.

The regulations contained in this ordinance shall be referred to officially as "The Subdivision Regulations of the City of Country Club Hills, Illinois" and the term "Regulations" or "Subdivision Regulations" when used in this ordinance shall mean and shall have the force and effect of ordinance provisions of the City of Country Club Hills, Illinois.

17.1.05. - Official Zoning Map.

The map entitled City of Country Club Hills Zoning Map prepared by Edmund M. Burke & Associates, consulting Engineers, and amended annually, be and is hereby designated the official map of the City of Country Club Hills and is attached to this ordinance and made a part of the Subdivision Regulations of said city.

ARTICLE 2. - DEFINITIONS

17.2.01. - Definitions.

The language set forth in the text of this ordinance shall be interpreted in accordance with the following rules of construction:

- a. The singular number includes the plural and plural, the singular.
- b. The present tense includes the past and future tenses and the future, the present.
- c. The word "shall" is mandatory while the word "may" is permissive.
- d. The masculine gender includes the feminine and neuter.
- e. Whenever a word or term defined hereinafter appears in the text of this ordinance, its meaning shall be constructed as set forth in the definition thereof; and, any word appearing in parenthesis, between a word and its definition herein, shall be construed in the same sense as that word. Words herein not defined shall be interpreted in accordance with definitions contained in Webster's Third New international Dictionary of the English Language, Unabridged; Second Edition; published by Merriam Webster, Inc., Springfield.
- f. All measure distances expressed in feet shall be to the nearest integral foot; if a fraction is one-half ($\frac{1}{2}$) foot; or more, the integral foot next above shall be taken.
- g. The following words and terms, wherever they occur in this ordinance, shall be construed as here defined:
Alley. A minor public right-of-way used primarily for vehicular service access to the rear or side of properties.

Berm. A mound of soil, either natural or manmade, used to obstruct views.

Bicycle Path. A pathway usually separated from the roadway, designed specifically to satisfy the physical requirements of bicycling.

Block. A tract of land bounded by streets, or by a combination of streets and public parks, cemeteries, railroad right-of-way, bulkhead lines or shore lines of waterways, or boundary lines of the County of Cook.

Buffer Planting Strip. A narrow area planted with trees and shrubs for screening purposes.

Building. Any structure built for the support, shelter, or enclosure of persons, animals, chattels, or moveable property of any kind and which is permanently affixed to the land.

Building Permit. A permit issued by the City for the construction, erection or alteration of a structure or building.

Building Setback Lines. The line indicating the minimum horizontal distance between the property line and buildings, either at the front or side of the lot.

Capital Improvements Program. A proposed schedule of all future projects listed in order of construction priority together with cost estimates and the anticipated means of financing each project.

Cartway. The actual road surface area from curblineline to curblineline, which may include travel lanes, parking lanes, and deceleration and acceleration lanes. Where there are no curbs, the cartway is that portion between the edges of the paved or hard surface, width.

Certify or Certification. Formally attesting that the specific inspections and tests where required have been performed, and that such tests comply with the applicable requirements of this Chapter.

Channel. The bed and banks of a natural stream which convey the constant or intermittent flow of the stream.

City. City of Country Club Hills.

City Council. The City Council of the City of Country Club Hills, Illinois.

City Engineer. Such person or firm as may be designated by the City Council to serve as the City's engineering representative.

Cluster Development. A development approach in which building lots may be reduced in size and buildings sited closer together, usually in groups or clusters, provided that the total development density does not exceed that which could be constructed on the site under conventional zoning and subdivision regulations. The additional land that remains undeveloped is then preserved as open space and recreational land.

Common Open Space. Land within or related to a development, not individually owned or dedicated for public use, which is designed and intended for the common use or enjoyment of the residents of the development. It may include complementary structures and improvements.

Condominium or Condominium Development. Property or development of property which is divided into multiple units and common areas, each unit which is individually owned, including, but not limited to, that property which is subject to the Illinois Condominium Property Act, Illinois Revised Statutes, Chapter 30, Sec. 301 et seq.

Conversion of Condominiums. Application for permit to construct two or more dwellings on a parcel or tract of land, or to construct one or more dwellings on a parcel or tract of land, where one or more dwellings already exists, shall be construed as a building development envisioning future transfer of ownership and shall be regarded as subdivision. The conversion of existing property for a condominium development, or the development of condominiums on any parcel or tract of land shall also be regarded as subdivision.

Cubic Yards. The amount of material in excavation and/or fill measured by the method of "Average End Areas."

Cul-de-Sac. A short street having one end open to traffic and being terminated at the other end by a vehicular turn-around.

Culvert. A structure designed to convey a water course not incorporated in a closed drainage system under a road or pedestrian walk.

Comprehensive Plan. A comprehensive long range plan intended to guide the growth and development of a community or region. Includes analysis, recommendations, and proposals for the community's population, economy, housing, transportation, community facilities, and land use.

Including any portion thereof made and adopted by the Plan commission and approved by the City Council in accordance with the laws of the state of Illinois and the ordinances of the City of Country Club Hills indicating the general or specific locations recommended for streets, parks, public buildings, zoning districts and all other public improvements.

Curb. A vertical or sloping edge of a roadway.

Curb, Barrier. A high curb with a steep vertical slope designed to prevent easy crossing.

Curb, Mountable. A low curb with a flat slope designed to be crossed easily without discomfort.

Dedication. An act transmitting property or interest thereto.

Density. The permitted number of dwelling units per gross acre of land to be developed.

Design Standards. Standards that set forth specific improvement requirements.

Detention Basin. A man-made or natural water collector facility designed to collect surface and subsurface water in order to impede its flow and to release the same gradually at a rate not greater than that prior to the development of the property, into natural or man-made outlets.

Developer. The legal or beneficial owner or owners of a lot or of any land included in a proposed development. Also, the holder of an option or contract to purchase, or any other person having enforceable proprietary interest in such land.

Development. A planning or construction project involving substantial property improvement and, usually, a change of land-use character within the site; the act of using land for building or extractive purposes.

Development Regulation. Zoning, subdivision, site plan, official map, flood plain regulation, or other governmental regulation of the use and development of land.

Drainage. The removal of surface water or groundwater from land by drains, grading, or other means.

Drainage System. The system through which water flows from the land, including all watercourses, waterbodies and wetlands.

Driveway. A paved or unpaved area used for ingress or egress of vehicles, and allowing access from a street to a building or other structure or facility.

Drop Pipe. A vertical pipe used to convey sewage from a higher to a lower elevation.

Easement. A right-of-way granted, but not dedicated, for limited use of private land for a public or quasi-public purpose and within which the owner of the property shall not erect any permanent structures.

Erosion. The detachment and movement of soil or rock fragments, or the wearing away of the land surface by water, wind, ice, or gravity.

Escrow. A deed, a bond, money, or a piece of property delivered to a third person to be delivered by him to the grantee only upon fulfillment of a condition.

Excavation. Any act by which organic matter, earth, sand, gravel, rock or any other similar material is cut into, dug, quarried, uncovered, removed, displaced, relocated or bulldozed and shall include the conditions resulting therefrom.

Existing Grade. The vertical location of the existing ground surface prior to excavation or filling.

Fence. An artificially constructed barrier of wood, masonry, stone, wire, metal, or any other manufactured material or combination of materials.

Fill. Any act by which earth, sand, gravel, rock or any other material is deposited, placed, replaced, pushed, dumped, pulled, transported or moved by man to a new location and shall include the conditions resulting therefrom.

Final Approval. The official action of the planning board taken on a preliminarily approved major subdivision or site plan, after all conditions, engineering plans, and other requirements have been completed or fulfilled and the required improvements have been installed, or guarantees properly posted for their completion, or approval conditioned upon the posting of such guarantee.

Final Grade. The vertical location of the ground or pavement surface after the grading work is completed in accordance with the site development plan.

Final Plat. The final map or drawing on which the subdivision plan is submitted to the City Council for approval and which, if approved by the City Council, will be submitted to the County Clerk for recording.

Floor Area. Area of all floors of buildings or structures.

Frontage. The length of the front property line of the lot, lots or tract of land abutting a public street, road, highway or rural right-of-way.

Grade. The slope of a road, street or other public way, specified in percent (%), and shown on street profile plans as required herein.

Grading. Excavation or fill or any combination thereof and shall include the conditions resulting from any excavation or fill.

Ground Cover. A planting of low growing plants or sod that in time forms a dense mat covering the area, preventing soil from being blown or washed away and the growth of unwanted plants.

Gutter. A shallow channel usually set along a curb or the pavement edge of a road for purposes of catching and carrying off runoff water.

Historic District. An area related by historical events or themes, by visual continuity or character, or by some other special feature that helps give it a unique historical identity. May be designated an historic district by local, state, or federal government and given official status and protection.

Historic Site. A structure or place of historical significance. May be designated as such by local, state, or federal government.

IDOT. Illinois Department of Transportation.

Improvement (Public Improvement). Any street and alley grading and surfacing, curbs and gutters, grading and surfacing of off-street parking spaces, sidewalks, sanitary sewage facilities, water mains and hydrants, storm water drainage facilities including drainage ditches, street signs, street lights, driveways, roadway parkway strips, cross walkway, landscaping and plantings, survey monument, compacted fill or any other facility contemplated by the final plat for any subdivision in compliance with all applicable municipal regulations and ordinances.

Intersection:

- A. The area embraced within the prolongation or connection of the lateral curb line, or, if none, then the lateral boundary lines of the roadways of two highways which join one another at, or approximately at, right angles, or the area within which vehicles traveling upon different highways at any other angle may come in conflict.
- B. Where a highway includes two roadways thirty (30) feet or more apart, then every crossing of each roadway of such divided highway by an intersecting highway shall be regarded as a separate intersection. In the event such intersecting highway also includes two roadways thirty (30) feet or more apart, then every crossing of two roadways of such highways shall be regarded as a separate intersection.

Lots. A portion of a subdivision intended as a unit for transfer or ownership or for development.

Lot Area. The size of a lot measured within the lot lines and expressed in terms of acres or square feet.

Lot, Corner. A lot situation at the intersection of two (2) streets, the interior angle of such intersection not exceeding 135 degrees.

Lot Frontage. That portion of a lot extending along a street line.

Lot, Through. A lot which has a pair of opposite lot lines along two substantially parallel streets, and which is not a corner lot. On a "through lot" both street lines shall be deemed front lot lines.

Mulch. A layer of wood chips, dry leaves, straw, hay, plastic, or other materials placed on the surface of the soil around plants to retain moisture, prevent weeds from growing, hold the soil in place, or aid plant growth.

Natural Drainage. Channels formed in the existing surface topography of the earth prior to changes made by unnatural causes.

Off-Site. Located outside the lot lines of the lot in question but within the property (of which the lot is a part) that is the subject of a development application, or on a contiguous portion of a street or right-of-way.

Off-Street Parking Space. A parking space provided in a parking lot, parking structure, or private driveway.

On-Street Parking Space. A parking space that is located on a dedicated street or right-of-way.

Open Space. Any parcel or area of land or water essentially unimproved and set aside, dedicated, designated, or reserved for the public or private use of enjoyment or for the use and enjoyment of owners and occupants of land adjoining or neighboring such open space.

Owner. Any person, group of persons, firm or firms, corporation or corporations, or any other legal entity having legal title to the land sought to be subdivided under this ordinance.

Parcel. A contiguous land in one ownership.

Parking Space. An area provided for the parking of a motor vehicle.

Parkway Strip. A strip of land between the roadway and the sidewalk or sidewalk site.

P.C. The point of curvature.

Permittee. Any person to whom a site development permit is issued.

Plan Commission. The Plan Commission of the City of Country Club Hills.

Planned Unit Development. An area of minimum contiguous size, as specified by ordinance, to be planned, developed, operated, and maintained a single entity containing one or more structures to accommodate industrial, recreational, commercial or office uses, or a combination thereof, and appurtenant common areas and other uses incidental to the predominant uses.

Plat. A drawing of a subdivision or site plan.

Pre-Application Conference. An initial meeting between developers and municipal representatives which affords developers the opportunity to present their proposals informally.

Preliminary Approval. The conferral of certain rights prior to final approval after specific elements of a development plan have been agreed upon by the planning board and the applicant.

Preliminary Layout. The preliminary map or drawing on which the proposed layout of subdivision is submitted to the City Council for consideration and tentative approval.

Preliminary Subdivision Plat. A plan indicating the proposed layout of a development and related information that is submitted for preliminary approval.

P.T. The point of tangent.

Public Land. Any land set aside for the City, or dedicated to the city, for use as parks, playgrounds, and such other public uses as determined by the City Council.

P.V.C. The point of vertical curve.

Removal. Cutting vegetation to the ground or stumps complete extraction, or killing by spraying.

Retaining Wall. A structure erected between lands of different elevation to protect structures and/or to prevent the washing down or erosion of earth from the upper slope level.

Retention Basin. A pond, pool, or basin used for the continuous storage of water runoff.

Right-of-Way. A strip of land occupied or intended to be occupied by a road, crosswalk, railroad, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, or for another special use. The usage of the term "right-of-way" for land platting purposes in Cook County shall mean that every right-of-way hereafter established and shown on a final record plat is to be separate and distinct from the lots or parcels adjoining such right-of-way, and not included within the dimensions or areas of such lots or parcels. Right-of-way intended for roads, crosswalks, water mains sanitary sewers, storm drains, or any other use involving maintenance by a public agency shall be dedicated to public use by the maker of the plat on which such right-of-way is established.

Roadway. The portion of a street available for vehicular traffic; where curbs are laid, the portion from outside to outside of curbs.

Screen. A structure or planting consisting of fencing, berms, and/or evergreen trees or shrubs providing a continuous view obstruction within a site or property.

Setback. The distance between the street right-of-way line and the front line of a building or any projection thereof, excluding uncovered steps.

Sewer. Any pipe conduit used to collect and carry away sewage or storm water runoff from the generating source to treatment plants or receiving streams.

Shade Tree. A tree in a public place, street, special easement, or parkway adjoining street.

Sidewalk. The portion of street or crosswalk paved or otherwise surfaced, intended for pedestrian use only.

Side Yard. An open, unoccupied space on the same lot with a building and located between said building and the side line of the lot and extending from the street line to the rear yard.

Site. A lot or parcel of land, or a contiguous combination thereof, where grading work is performed as a single unified operation.

Site Development. Altering terrain and/or vegetation and constructing improvements.

Site Plan. An accurately scaled development plan that illustrates the existing conditions on a land parcel as well as depicting details of a proposed development.

Storm Water Detention. A provision for storage of storm water runoff and the controlled release of such runoff after a storm event.

Storm Water Retention. A provision for storage of storm water runoff.

Street. A public or private right-of-way which affords a primary means of access to abutting properties, whether designated as a street, avenue, highway, road, boulevard, lane, throughway, or however otherwise designated, but excepting driveways to buildings.

Street, Collector. A street which carries traffic from minor streets to a thoroughfare, including the principal entrance streets of a residential development and the principal circulating streets within such development.

Street, Half. A street bordering one or more property lines of a tract of land in which the subdivider has allocated but part of the ultimate right-of-way width.

Street, Major. A street of great continuity, which serves or is intended to serve as a principal trafficway for fast or heavy traffic and which taken together, comprise the basic structure of the street system of the city and surrounding areas, including 175th Street, 167th Street, Pulaski Avenue, Cicero Avenue, 183rd Street, Flossmoor Road and Vollmer Road.

Street, Marginal Access. A minor street which is parallel to and adjacent to a thoroughfare of major street, and which provides access to abutting properties and protection from through traffic.

Street, Minor. A street of limited continuity, which serves or is intended to serve primarily for access to the abutting properties.

Street, Secondary. Streets which carry traffic from minor streets to the system of major streets and highways, including the principal entrance streets of a residential development, and streets for circulation within such a development.

Street Width. The shortest distance between the property lines which delineate the right-of-way of a street.

Stripping. Any activity which removes the vegetative surface cover including tree removal, clearing, and storage or removal of top soil.

Subdivider. Any person, group or corporation acting as a unit, or any agent thereof, dividing or proposing to divide land so as to constitute a subdivision as defined herein.

Subdivision. The division of any tract or parcel of land into two (2) or more lots or other divisions of land for the purpose, whether immediate or future, of ownership or for building development; or, if a new street is involved, any division of such parcels; provided, however, that the division of land into parcels of more than five (5) acres, not involving any change in street lines or public easements, shall not be deemed a subdivision within the meaning of these regulations. The terms include resubdivision and, where appropriate to the context, shall relate to the process of subdividing or to the land subdivided.

Application for permit to construct two or more dwellings on a parcel or tract of land or to construct one or more dwellings on a parcel or tract of land where one or more dwellings already exist shall be construed as a building development envisioning future transfer of ownership and shall be regarded as subdivision.

Subdivision Design Standards. The basic land-planning principles established as guides for the preparation of tentative plans.

Tangent. A straight line touching at one point only and not intersecting.

Thoroughfare. A street with a high degree of continuity and serving as an arterial trafficway between the various areas of the County.

Vacant. Land on which there are no structures or only structures which are secondary to the use or maintenance of the land itself.

Variance. A waiver from compliance with a specific provision of the zoning code granted, by the Zoning Board of Appeals, to a particular property owner because of land related constraints due to practical difficulties or an unnecessary hardship that would be imposed by strict application of ordinance.

ARTICLE 3. - GENERAL REQUIREMENTS FOR THE SUBDIVISION OF LAND

17.3.01. - General Principles of Acceptability.

1. *Conformance to Comprehensive Plan.* The subdivision shall conform to the Official Plan or existing portions thereof, and shall not encroach upon area designated in the Comprehensive Plan for future public facilities.
2. *Provision for Future Subdivision.* If a tract is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged to allow the opening of future streets and logical further subdivision.
3. *Reserve Strips Prohibited.* There shall be no reservations of strips of land that prevent or unreasonably limit access to land set aside, or dedicated or intended to be set aside, or dedicated to public use.
4. *Buffer Planting Strips.* Where a residential subdivision adjoins an industrial area, a business area, or other land use which would have a depreciating effect on the residential use of the property, a buffer planting easement on the industrial or business area of fifteen (15) feet minimum in width and suitably planted to form a screen may be required by the City Council.
5. *Building Sites.* Every lot must contain a suitable building site, which conforms to the requirements of this ordinance, as determined by the City Engineer.
6. *Trees.* Valuable large trees shall be preserved, whenever possible, in conformance with the City's Tree Plan.
7. *Variations and Exceptions.* Variations and exceptions from the design and dimensional standards and improvement requirements of these regulations may be made by the City Council, following a review by the Plan Commission, in cases where, owing to exceptional conditions, there are extreme difficulties or hardships in the way of carrying out the strict letter of these regulations. Resubdivision of a single lot of a platted block of an old subdivision shall be considered as an exceptional condition meriting departure from the strict letter of these regulations.

17.3.02. - Streets (Layout and Design).

1. *Conformance to Comprehensive Plan.* The arrangement, character, extent, width, grade and location of all streets to be dedicated for public use shall conform to the comprehensive Plan and shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and in their appropriate relation to the proposed uses of the land to be served by such streets.
2. *Street Layout.* The street layout shall be devised for the most advantageous development of the entire neighborhood area. Where necessary to the neighborhood pattern, existing principal streets in adjoining subdivision shall be continued and shall be at least as wide as such existing streets and in alignment with them. The street layout shall provide for the future projection of the principal streets into adjoining unsubdivided lands.
3. *Minor Streets.* Minor streets shall be so laid out that their use by through traffic will be discouraged.
4. *Intersections.* There shall be a minimum number of intersections of Minor Streets with Major Streets.
5. *Marginal Access Streets.* Where a subdivision composed of lots having areas of 7500 square feet or less abuts

or contains an existing or proposed Major Street, the City Council may require such measures as Marginal Access Streets and/or reverse frontage with screen planting contained in a nonaccess reservation along the rear property line and/or such other treatment as may be necessary for adequate protection of residential property and to provide separation of through and local traffic.

6. *Streets for Use Adjacent to an Expressway.* Where a subdivision borders on or contains an expressway, the city Council may require a street approximately parallel to and on each side of such expressway, at a distance suitable for the appropriate use of the intervening land. Such distances shall also be determined with due regard for the requirements of approach grades and future grade separations.
7. *Street Jogs.* Street jogs with centerline offsets of less than 125 feet shall be avoided.
8. *Cul-de-Sacs.* Dead-end streets, designed to be so permanently, shall not be longer than 500 feet and shall be provided at the closed end with a turnaround having an outside right-of-way diameter of 120 feet. The cul-de-sac shall have a paved area diameter of ninety (90) feet. All cul-de-sacs shall conform to the Cul-de-Sac construction shown on City Standard Drawing No. 1.
9. *Right-of-Way Widths.* The minimum right-of-way widths for streets shall be:

Major Street	100 Feet
Secondary Street	66 Feet
Minor Street	60 Feet
Cul-de-Sac Lead-in	60 Feet
Cul-de-Sac Diameter of Turn-Around	120 Feet
Marginal Access Street	40 Feet

10. *Roadway Widths (Outside to outside of Curbs).* The minimum roadway widths for streets shall be:

Major Street	Set by City Council
Secondary Street	32 Feet
Minor Street	28 Feet
Cul-de-Sac Lead-in	32 Feet
Cul-de-Sac Diameter of Turn-Around	90 Feet
Marginal Access Street	28 Feet

11. *Curvature of Streets.* The minimum radius of horizontal curvature of streets at the center line shall be:

Major Street	600 Feet
Secondary Street	300 Feet
Minor Street	100 Feet
Cul-de-Sac	100 Feet

12. *Reversed Curves.* Between reversed curves on streets there shall be a tangent at least 100 feet long.
13. *Intersections.* Streets shall be laid out so as to intersect as nearly as possible at right angles and no street shall intersect any other street at less than sixty (60) degrees.
14. *Street Grades.* Unless necessitated by unusual topography, street grades shall conform in general to the terrain and shall not be less than four tenths of one percent (0.4%). Street grades shall be such as to provide natural surface drainage of storm water regardless of the presence or absence of storm sewers. The intent is to avoid deep depressions that will flood excessively in flash storms for which storm sewers are inadequate.
15. *Rate of Change of Street Grades.* There shall be no abrupt change in grade of streets. For Major Streets, when the algebraic difference in grade is greater than 2.0 a vertical curve shall be used.
16. *Curb Radii.* The horizontal radius of curvature of curbs shall not be less than twenty (20) feet. All radii are to the back of curb. Intersections of any street with a major street shall have a minimum radius of twenty-five (25) feet.
17. *Location of Sidewalk.* The inner edge of public sidewalks shall be located not less than eleven (11) inches nor more than thirteen (13) inches from the edge of the right-of-way.

17.3.03. - Blocks.

1. *General Considerations.* The lengths, widths and shapes of blocks shall be determined with due regard to:
 - a. Provision of adequate building sites suitable to the special needs of the type of use contemplated.
 - b. Zoning requirements as to lot sizes and dimensions.
 - c. Needs for convenient access, circulation, control and safety of street traffic.
 - d. Limitations and opportunities of topography.
 - e. Blocks are not to exceed 1,320 feet in length.
 - f. Paved pedestrian walkways of six (6) foot minimum width leading to schools, parks, or other common destinations may be required by the City Council.
2. *Blocks for Industrial or Commercial Use.* Blocks intended for industrial or commercial use shall be designed specifically for such purposes, with adequate space set aside for off-street parking and loading, as required by Article 9 of Chapter 15 of the Municipal Code of the City of Country Club Hills.

3. *House Numbering.* All lots, buildings and structures in the City shall be numbered in accordance with the existin of the City of Chicago, the base line being 167th Street on the north and Pulaski Avenue on the east. Numbers sl begin at 16700 and increase in the southerly direction. Numbers shall begin at 4000 and increase in the westerly direction and decrease in the easterly direction.

It shall be the duty of the owner and occupant of every building in the City to have placed thereon in a place visible from the street, Arabic figures at least three inches (3") high showing the number of the building.

Commercial buildings shall place contrasting figures at least three inches (3") high showing the number of the building on the rear doors to all business establishments. Where a rear door leads to a hallway, addresses for all business establishments having access to the hallway shall be posted on the exterior door. In the hallway, addresses shall be posted on all doors from business establishments having access to the hallway. On all shopping plazas, the rear numbering shall be uniform and consistent.

17.3.04. - Lots.

1. *General Consideration.* The lot size, width, depth, shape and orientation shall be appropriate for the location of the subdivision and for the type of development and use contemplated.
2. *Minimum Width and Area.* Lots for residential use shall be at least sixty (60) feet wide at the building setback line and shall be at least 7,200 square feet in area. This applies to areas south of 171st Street, or south of Interstate 80, whichever is the most southerly.

North of Interstate 80, or north of 171st Street, whichever is most southerly, the minimum lot size shall be 6,600 square feet and lots shall be at least fifty (50) feet wide at the building setback line.

Existing residential tracts, served by septic systems, and where it becomes necessary for a property to be serviced by a septic system, said property must be a minimum of 100 feet wide at the building setback line and shall have seepage systems recommended by the Cook County Department of Health, provided further that no such lot shall have an area less than 20,000 square feet. Further, owner must agree, in writing, prior to the issuance of a building permit, to disconnect from said septic system and connect to City sewer system when such system becomes convenient to his property. All cost incurred in said disconnection to the City Sewer System shall be borne by the owner of such property.

3. *Lot Abut on Street.* Every lot shall abut on a dedicated and improved street for at least thirty-five (35) feet.
4. *Building Setback Lines.* Minimum setback from property lines in residential zones shall conform with the zoning regulations, provided further that:
 - a. Minimum front setbacks from property lines in all zoning districts shall be no less than twenty-five feet (25').
 - b. Minimum rear setbacks from property lines in all zoning districts, except R-3 and R-4, shall be no less than forty feet (40'). R-3 and R-4 districts shall have minimum rear setbacks of no less than thirty feet (30').
 - c. Minimum side yard setbacks, from the outside wall-line to each side lot line, shall be ten percent (10%) of the lot width. In areas where lot sizes average less than 7,200 square feet, minimum side yard lot-line setbacks will be five feet (5').
 - d. A minimum horizontal distance of two and one-half (2½) feet must be maintained between any part of a structure and any side lot-line. However, if a garage is located entirely on the rear half of the lot, the minimum setback from the outside wall-line of the garage shall be two and one-half (2½) feet. No part of

any structure shall be closer than one (1) foot to the property line.

5. *Corner Lots.* Corner lots in all zoning districts shall be considered as having frontage on both streets. Additionally, where a front yard setback has been established by existing buildings, no building or structure shall project beyond this setback into the front yard.
6. *Side Lines of Lots.* Side lines of lots shall be approximately at right angles or radial to the street line.
7. *Double Frontage Lots.* Double frontage and reverse frontage lots shall be avoided except where essential to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation. A planting screen easement of at least ten feet (10') and across which there shall be no right of access, shall be provided along the line of lots abutting such a traffic artery or other disadvantageous use.
8. *Grading for Storm Water.* Lots and blocks shall be graded to provide adequately for storm water drainage. The subdivider shall submit grading plans showing all contours or elevations to which the property will be graded, and the elevation of the foundation or lowest opening in each building. Before an occupancy permit will be issued, the grading for the lot and the area adjacent to the lot to be occupied shall be completed to the extent that all storm water shall not drain onto the lot to be occupied or onto adjacent occupied lots. Storm water shall drain away from the building on all occupied lots.

17.3.05. - Public Property.

1. *Land for Public Use.* In addition to the dedication of streets and alleys, six percent (6%) of the total area of every subdivision where lot sizes average less than 7,500 square feet shall be set aside for public acquisition for parks, playgrounds, and such other uses as determined by the City Council. In subdivisions where lot sizes average 7,500 to 10,000 square feet, five percent (5%) of the total area shall be set aside for public acquisition for these purposes, and in subdivisions where lot sizes are over 10,000 square feet, four percent (4%) of the land shall be set aside for public acquisition for these purposes. Reservations of land for public use shall be located to conform as nearly as possible with the Comprehensive Plan. The percentage of land dedicated for public use in commercial and industrial developments shall be determined at the discretion of the City Council. Land for public use shall be held available by the contractor, for acquisition by the city, for a period of one (1) year following the acceptance of the final plat; or, on release by the City for acquisition by any other political subdivision with the consent and release of the city.
2. *Natural and Cultural Features.* Outstanding natural and cultural features such as scenic locations shall be preserved insofar as possible.
3. *Easements.* All utilities shall be placed in rights-of-way or in easements on rear and/or side property lines. Where a subdivision is traversed by water course, an appropriate easement shall be provided for the water course in an underground conduit. Water mains, sanitary sewers, storm sewers, underground closed drainageways, open drainage ditches, gas mains, telephone lines, electric power lines, or other utilities shall be located on or adjacent to property lines where possible and adequate easements together with the right of ingress or egress thereto and therefrom shall be provided and platted. Easements shall not be less than ten feet (10') in width and all utilities in the easement shall be no closer than two feet (2') from the edge of the easement. Additional width shall be provided where necessary to accommodate utility pole bracing, manholes and electric power transformers, and where necessary to provide adequate ingress and egress. The City Council may require evidence of approval by the Public Utility Companies of the easement width.

For all new subdivisions, a drainage structure (water mains, sanitary sewers, storm sewers, underground closed drainageways, open drainage ditches) may be required along the rear lot line or in the corner of each and every lot. The subdivider's engineer shall furnish to the Public Works Department and the City Engineer for approval an "as built" drawing showing the rim and invert elevations of all rear lot drainage structures. No occupancy permit shall be issued until these elevations have been approved.

4. *Names.* New street names shall not duplicate, nor too closely approximate phonetically, the name of any other street within or near the City of Country Club Hills.

17.3.06. - Required Improvements Specifications.

1. *Sidewalks.* Concrete sidewalks are required, as part of the dedicated street improvements, in all subdivisions and shall conform to the following specifications and to City Standard Drawing No. One (1):
 - A. *Mix.* 4,000 lbs. per square inch in twenty-eight (28) days or six (6) sacks per cubic yard "Ready Mix." All concrete shall have an air content of four percent (4%) to six percent (6%).
 - B. *Width.* Concrete sidewalks shall not be less than four (4) feet wide.
 - C. *Thickness.* Concrete sidewalks shall not be less than five (5) inches thick or four (4) inches thick if steel reinforced; and not less than six (6) inches thick at driveways.
 - D. *Finish.* Concrete sidewalks shall be thoroughly tamped, troweled and brushed with a bristle brush so as to leave the surface slightly rough. No finish course of mortar is allowed. The walk shall be built in one course.
 - E. *Joints.* Fiber matrix one-half (½) inch thick shall be placed every fifty (50) feet. Additionally, one-half (½) inch Fiber Matrix shall be placed at the junction of the sidewalk with all other walks or rigid structures. The walks shall be sectioned five (5) feet long with one-half (½) inch deep construction joints.
 - F. *Subgrade.* All sidewalks and curbs shall be a minimum of two (2) inches of crushed stone cushion, coarse aggregate C.A.-6.
 - G. *compaction.* The subgrade shall be compacted to ninety percent (90%) of maximum density as determined by the Standard Proctor Test.
 - H. *Temperature.* All construction must be protected against frost damage and inspected and approved by City officials.
 - I. *Reinforcement.* All sidewalks shall be reinforced with three (3), number four (#4) rebar, ten feet long, across all sewer, water services and utility trenches. All sidewalks shall be embossed with a "W" and "S" to locate water and sewer services.
 - J. *Pitch.* All sidewalks shall have a pitch of one-quarter (¼) inch per foot.

2. *Sanitary Sewers.* Sanitary sewers shall be provided and shall connect to an existing sanitary service according to the requirements and plans approved by the Metropolitan Water Reclamation District of Greater Chicago. The subdivider shall submit two (2) copies of said approval to the City Council.

A subdivision plat shall in no case be approved which shall be dependent upon individual septic tanks. Sanitary sewers shall conform to the following specifications:

- A. Sanitary sewers shall be self-cleaning with a minimum flow of two (2) feet per second.
- B. The minimum size sanitary sewer shall be eight (8) inches in diameter.

- C. The sanitary sewer service shall have a minimum size of six (6) inches in diameter and shall be installed on a grade of one-quarter ($\frac{1}{4}$) inch per foot. The top of the sewer service shall be at least one (1) foot below the bottom of the water service. The water service must have at least four (4) feet of cover. Where it is not possible to obtain necessary vertical clearance, services shall be placed in separate trenches.
- D. The sewer service shall be connected to the main sewer with a wye or tee, except where there are no existing wyes. In this case, the service shall be connected in accordance with the Metropolitan Water Reclamation District.
- E. Each sewer shall have a six inch (6") clean out connected to service with a tee connection located a minimum of five (5) feet from the building, with a matching cover or plug.
- F. The maximum manhole spacing shall be four hundred (400) feet.
- G. All sewer and water trenches under proposed pavement shall be backfilled with crushed stone or sand and compacted by vibratory type equipment.
- H. Sanitary Sewer Manhole frames and covers shall be gray iron conforming to ASTM A48, Class 35, latest revision. Castings shall be of uniform quality, tough, close grained, free from blow holes, shrinkage, cracks and cold shuts. They shall be sound, clean and free from blisters and other defects. Tolerance shall be in accordance with accepted foundry standards as outlined in the iron castings Handbook published by the metal Castings Society. Parting shall be asphalt-based paint.
- I. Covers shall be furnished with two closed pickholes and be machined to receive one-quarter inch ($\frac{1}{4}$ ") round gasket. The cover bearing face shall be accurately machined to prevent rocking. The word "Sanitary Sewer" shall be two inch (2") letters cast in cover. Covers shall be water tight, furnished with model 1020A heavy duty square indented with two closed pickholes, machined bearing surface with one-quarter inch ($\frac{1}{4}$ ") gasket, lettered or approved equal, U.S.A. manufacturer. The frame will be sealed the manhole barrel with an elastomeridirt equivalent of a "Cretex". The height of the frame shall be specified by the owner to be as follows with machined bearing surface:

Height of Frame	Model Number
1 inch	2995
4 inch	1037
6 inch	1020
7 inch	1022
9 inch	1050

Above model frames, as manufactured by East Jordan Iron Works, Inc., or approved equal, U.S.A. Manufacturer.

3. *Storm sewers.* Storm sewers shall be constructed throughout the subdivision and be separate and

independent of the sanitary sewer system and shall provide an adequate outlet into a drainage-way. In all subdivisions, storm sewers and drainage-ways shall be entirely closed. Storm sewers shall be designed to carry not only local water but, also, water naturally flowing to them from the watershed. All drainage calculations shall be submitted to the City Engineer for approval and shall conform to the following specifications:

- A. All storm sewers located under the pavement shall be reinforced concrete R.C.P. C76-57;
 - B. The minimum size storm sewer shall be ten (10) inches in diameter within streets and eight (8) inches for yard drains;
 - C. All catch basins shall have a minimum two (2) foot deep sumps;
 - D. Pipe joints shall be black mastic or approved rubber gaskets;
 - E. All sewer runs shall be constructed on straight lines between manholes with a maximum distance of four hundred (400) feet between manholes;
 - F. Manholes, Catch Basins and Inlets: All manholes, catch basins and inlets shall be of pre-cast concrete construction in conformance with the State of Illinois, Division of Highways, Standard Specifications, Road and Bridge Construction Section.
 - G. Plans to utilize alternate joint materials or pipes shall be approved by the City Engineer prior to submittal to the City Council for approval.
4. *Street Signs.* Street names shall be installed at all intersections and shall meet the following design requirements:
- A. *General Design.* The signs shall be six (6) inches high with four (4) inch white letters and numbers on a green background. Signs shall be installed on a ten foot six inch (10' 6") long galvanized two (2) inch standard pipe with two (2) inch standard pipe cap. The pipe shall be imbedded in concrete with a minimum diameter of twelve (12) inches or installed by any other approved method so that eight (8) feet protrudes from above the ground.
 - B. *Reflective Sign Face.* Reflective sign faces shall have wide angle smooth surface reflex reflective sheeting and be the shape, size, legend and color specified by the Bureau of Public Roads Manual on Uniform Traffic Control Devices for Streets and Highways, as revised, or as specified by the City Safety Engineer.
 - C. *Reflective Sheeting.* The reflective sheeting shall consist of spherical lens elements embedded within a transparent plastic having a smooth, flat outer surface. The sheeting shall be weather resistant and have a protected pre-coated adhesive backing.
 - D. *Photometric Requirements.* The reflective sheeting shall have the following minimum brightness values at 0.2° and 0.5° divergence expressed as average candlepower per foot candle per square foot of material:

	Silver-White		Yellow	
Divergence of Angle	0.2	0.5	0.2	0.5
Angle of Incidence				
0°	40	17	25	8.0

15°	32	13	20	7.0
30°	20	10	10	4.0

The brightness of the wide angle flexible reflective sheeting, during rain, shall not be less than ninety percent (90%) of the brightness when dry. Measurements shall be conducted in accordance with standard photometric testing procedures for reflex reflectors of the Society of Automotive Engineers.

- E. *Adhesive.* Reflective sheeting faces shall include a pre-coated adhesive (designed for mechanical or heat application in accordance with the sheeting manufacturer's requirements) which will adhere to properly prepared surfaces. The adhesive shall be covered with a protective liner which shall be removed by peeling without the necessity of soaking in water or other solvents.
- F. *Processing.* The sign face shall be processed and finished with materials and in a manner specified by the sheeting manufacturer.

5. *Street Lights:*

- A. *Location.* Street lights shall be provided at the following locations when a street is open to traffic and at least one house on the street is occupied:
 - i) 250 watt high-pressure sodium vapor color corrected lights shall be installed at the intersection of a Secondary Street with a Major Street.
 - ii) 150 watt high-pressure sodium vapor color corrected lights shall be installed at the intersection of interior streets of a subdivision.
 - iii) 150 watt high-pressure sodium vapor color corrected lights shall be installed at the intermediate locations between intersections with a maximum spacing of 330 feet.
 - iv) At other intersections or curves which present safety hazards as determined by the City Engineer.
 - v) All street lights shall have a minimum six foot (6') clearance from any proposed driveway.
- B. *Requirements.* Street lights shall conform to the following minimum requirements:
 - i) Poles shall be aluminum. Pole bases at intersections with State and County highways shall be frangible.
 - ii) The mounting height for lights located at the intersection of a Secondary street with a Major street or highway shall be thirty (30) feet, while all other lights shall have a mounting height of twenty-five (25) feet, as shown on the City Standard Drawing No. 1.
 - iii) Mast arm brackets shall be steel or aluminum with twelve (12) foot arms at all intersections and eight (8) foot arms elsewhere as shown on the City Standard Drawing No. 1.
 - iv) All lighting circuits shall be controlled by photo-electric cells. All wiring shall be copper and buried underground.
- C. *Installation.* The developer shall arrange for the installation and connection of all street lights required by this section, as shown on the engineering plans of the subdivision approved by the City Council. These street lights shall be installed and connected prior to occupancy permits being issued, except where the

delay is not due to the fault of the developer and when this requirement is specifically waived by the City Council.

6. *Street Improvements:*

- A. All streets within the subdivision shall be improved with a durable hard surface roadway. All pavement shall be designed and constructed in accordance with the State of Illinois, Department of Public Works and Buildings, Division of Highways, "Manual of twelve (12) inches. Curb and gutter shall be required on all streets. Specifications for which are as follows:
- i) Install one-half inch ($\frac{1}{2}$ ") pre-molded compressible non-extruding expansion joints at fifty (50) feet transverse intervals and longitudinally adjacent to concrete sidewalks or structures. Provide two (2) $\frac{3}{4}$ " \times 16" smooth dowels at each expansion joint. Two contraction joints shall be placed at equal spaces between Normal Expansion joints. Contraction joints shall be saw cut in the upper $\frac{1}{3}$ of the curb and gutter within two (2) days of placement.
 - ii) Match joints in curb and gutter to those in abutting P.C.C. pavement slab. Tie gutter to pavement slab with #4 tie bars, two feet six inches (2' 6") c.c. placed at mid-depth of pavement slab. All curb and gutter construction shall conform to the City Curb and Gutter Detail.
 - iii) All curbs shall have a minimum of two (2) inches of crushed stone cushion, grade 7, 8, or 9, unless machine formed.
 - iv) Two (2) #4 rebar ten feet (10') long shall be placed in curbs and centered over all utility trenches.

B. *Driveways:*

- i) Driveway access to residential lots from the street to the edge of the public sidewalk shall be as follows:
 - 10 feet minimum width at sidewalk.
 - 14 feet minimum width at curb edge.
 - 14 feet minimum width at sidewalk of adjoining common driveways.
 - 20 feet minimum width at curb edge of adjoining common driveways.
- ii) The driveway shall have a minimum of six (6) inch compacted crushed stone base Type "B" with a two (2) inch asphalt surface, or four (4) inch P.C. Concrete reinforced with wire mesh or six (6) inch plain P.C. Concrete on two (2) inches of thoroughly compacted stone cushion all on a thoroughly compacted sub-grade.
- iii) The driveway shall be no closer than six feet (6') to a fire hydrant, utility pole or street light.
- iv) Driveway construction and configuration for commercial and manufacturing lots shall be approved by the City.

7. *Water Mains.* A water system shall be constructed throughout the subdivision, so that every lot can be serviced by means of a connection within its own frontage.

- A. The water service stubs shall consist of one (1) inch tap with a three-quarter ($\frac{3}{4}$) inch Type "K" copper pipe extending to the residence in a separate trench.
- B. Water mains shall be constructed of class 52 mechanical or push-on rubber gasket joint, ductile cast iron pipe.

- C. The depth between the finished grade and the top of the water main shall not be less than five (5) feet nor more than six (6) feet.
 - D. All water main diameters are to be as follows:
 - i) All water mains shall not be less than six (6) inches in diameter and shall include installation of shut off valves and fire hydrants.
 - ii) All water mains shall be a minimum of eight (8) inches diameter, when located around the perimeter of a subdivision.
 - iii) All water mains shall be a minimum of ten (10) inches diameter, when located around the perimeter of a business or industrial area.
 - E. All mains shall pass a Hydrostatic test for a minimum of three (3) hours at 150 P.S.I. with maximum loss of one (1) pound per hour.
 - F. All water mains shall be chlorinated to the satisfaction of the Superintendent of Water prior to use.
8. *Water and Sewer Service.*
- A. water service piping and building sewer piping may be installed in separate trenches with a minimum of ten (10) feet horizontal separation. Such installation shall use Vitrified clay pipe, ABS solid wall, cast iron or ductile iron pipe, or PVC (SDR 35) for the sanitary sewer service, and ductile iron pipe or Type "K" copper for the water services, provided that such material is specific for this type of installation. This is the preferred method of installation.
 - B. The water service piping and the building sewer piping may be installed in a common trench provided that the water service pipe is placed on a shelf a minimum of eighteen (18) inches above the building sewer piping. Such installation shall use, for a building sewer, Vitrified clay pipe, ABS solid wall, cast iron or ductile iron pipe, or PVC (SDR 35) for a building drain.
9. *Potable Water Piping Sewer Crossings.*
- A. Where crossings are necessary the potable water piping shall be installed above the sewer with a minimum vertical separation of eighteen (18") inches. A length of water main pipe shall be centered over the sewer to be crossed with joints equidistant from the sewer or the drain.
 - B. Where it is necessary for the potable water piping to pass beneath a sewer, the sewer and the water main shall be constructed of push-on rubber gasket, slip-on or mechanical joint ductile iron pipe, asbestos-cement pressure pipe, prestressed concrete pipe, or PVC pipe equivalent to water main standards of construction, and shall extend on each side of the crossing for a distance of not less than ten (10) feet as measured at right angles to the water line. A vertical separation of eighteen (18") inches between the invert of the sewer and the crown of the water main shall be maintained where a water main crosses under a sewer. The sewer shall be supported to prevent settling and breaking the water main.
10. *Fire Hydrants.*
- A. Fire hydrants shall be East Jordan Works, Inc., Hydrant Model Midwest 5-BR with National Standard Thread, or approved equivalent.
 - i) 5 inch barrel opening.
 - ii) 5 foot 6 inch trench depth.
 - iii) 6 inch mechanical joint inlet.
 - iv) All hydrants shall open to the left, counterclockwise.

- v) All hydrants shall have two (2) two and one-half (2½) inch nozzles and one (1) four and one-half (4½) inch
 - B. The hydrant shall be painted with a high visibility yellow paint.
 - C. A two (2) foot square, and six (6) inch thick, precast concrete block shall be placed under all hydrants.
 - D. A minimum of one-half (½) cubic yards of one (1) inch clean washed stone shall be used for draining the hydrant.
 - E. The grade mark of the hydrant shall be set flush with the finished grade.
 - F. The hydrants shall be installed at intervals not exceeding 330 feet. All cul-de-sacs shall have a fire hydrant at the closed end, near the beginning of the circle.
 - G. There shall be a thrust block placed behind the hydrant to prevent disconnection of the hydrant from the water main or retainer glands.
 - H. All hydrants shall have a minimum of six (6) foot clearance from proposed driveway.
11. *Driveways Specifications.* Every lot in a subdivision shall be provided a driveway for off-street parking. Minimum driveway length shall be from the street access point to the minimum set-back lines (Section 17.3.04, subsection 4) and the minimum width shall be ten (10) feet.
- The driveway shall have a minimum of six (6) inch compacted crushed stone base Type "B" with a two (2) inch asphalt surface, or four (4) inch P.C. Concrete reinforced with wire mesh or six (6) inch plain P.C. Concrete on two (2) inches of thoroughly compacted stone cushion all on a thoroughly compacted sub-grade.
12. *Utilities.*
- A. All utility distribution lines, for telephone and electric service to be installed, shall be placed underground within easements or dedicated public ways. The installation of such facilities shall be made in compliance with applicable orders, rules and regulations of the Illinois Commerce commission now or hereafter effective, and the owner or subdivider of any property to be served from such underground installations shall be responsible for compliance with the rules and regulations of the commission pursuant to the Illinois Public Utilities Act, of any public utility whose services will be required with respect to the provision of such underground facilities.
 - B. Temporary overhead facilities may be installed to serve a construction site or where necessary because of severe weather conditions. In the latter case, within a reasonable time after weather conditions have moderated, such temporary facilities shall be replaced by underground facilities and the temporary facilities removed.
 - C. If for any reasons, utilities are not located or installed within the approved underground easement and this results in a hardship on the city or homeowner, the utilities must be relocated to the proper easement at no expense to homeowner or city.

17.3.07. - Procedures for Improvement Approval.

1. *Working Drawings and Specifications Required.* Before considering the approval of the final plat for any subdivision, the City Council will require ten (10) complete sets of working drawing and engineering specifications and ten (10) copies of necessary data and specifications for all improvements contemplated by the final plat, in compliance with all applicable municipal regulations and ordinances.
2. *Source of Drawings and Specifications.* The subdivider shall have working drawings and specifications for improvements prepared by a registered professional engineer.

3. *Permission Required.* Specific permission of the City Council shall be obtained before commencement of construction of any improvement. Approval of the final plat by the City Council shall constitute permission to proceed with construction providing the plat is accepted for recording by the County Recorder. If the subdivider desires to construct an improvement prior to approval of the final plat, the City Council may extend permission to proceed upon recommendation of the Plan Commission, together with certification from the City Engineer, that proper working drawings and specifications have been prepared, and submitted by the subdivider, and approved by the Plan Commission. Under these circumstances, approval of final plat shall be contingent upon a favorable inspection report.
4. *Other Permission.* The subdivider shall also obtain any permission required by law of state and county officials and permission extended by the City Council shall not relieve the subdivider of responsibility to secure state and county approval and all other required permits.
5. *Types of Improvement.* The design, layout and carrying capacities of storm water, sanitary sewer, and water facilities shall recognize the future requirements of adjacent undeveloped areas. The following improvements shall be required:
 - A. Street and alley grading and surfacing;
 - B. Curbs and gutters;
 - C. Grading and surfacing of off-street parking space;
 - D. Sidewalks;
 - E. Sanitary sewers;
 - F. Water mains and hydrants;
 - G. Storm water drainage and detention facilities;
 - H. Street Signs;
 - I. Street Lights;
 - J. Driveways;
 - K. Survey monuments;
 - L. Compacted fill; and
 - M. Parkway Landscaping
6. *Country Club Hills Standards.* All improvements shall be in accordance with City of Country Club Hills standards and requirements as given in ordinances and regulations in effect at the time of submission of the final plat.
7. *Inspection Required.* All public improvements proposed to be made under the provisions of this ordinance, in accordance with the approved final engineering plans, shall be inspected during the course of construction by a duly designated representative of the City of Country Club Hills. The developer shall provide a minimum forty-eight (48) hour notice for all inspections. Costs connected with such inspection shall be figured at the rate of two percent (2%) of the total estimated cost of construction. Estimated costs of construction to be determined by a competent engineer and submitted to the city as part of the engineering plans. Said costs shall be borne by the subdivider and shall be payable to the City of Country Club Hills upon approval of the final plat by the City Council.

The inspector shall have authority over materials of construction, methods of construction, and workmanship to ensure compliance with the approved final Engineering Plans. The contractor shall provide for reasonable tests and proof of quality materials as requested by the inspector.

Upon due cause, the inspector may require that work be suspended. "Due cause" shall include weather conditions, questionable materials or methods of construction, inadequate workmanship, or non-adherence to plans and specifications approved by the City Council.

Re-inspection costs, if required because of nonconformance with this ordinance, shall be borne by the subdivider, according to the following schedule:

- A. Per diem inspection rates shall be one hundred twenty-five percent (125%) of the regular salary paid to the inspector, computed to an hourly basis.
 - B. For time spent outside of normal working hours (8:30 a.m. to 4:30 p.m., Monday through Friday) of the inspector, the hourly charge shall be two hundred percent (200%) of the regular salary paid to the inspector computed to an hourly basis.
8. *Subdivider Responsibility.* Approval by the inspector or absence of inspection shall in no way relieve the subdivider of full responsibility for adherence by his contractors to specifications and working drawings nor for high standards of materials, methods and workmanship.
 9. *Approval, Not Acceptance.* Approval by the inspector shall not be deemed acceptance by the City of the improvements. Acceptance shall be only by action of the City Council and acceptance shall be contingent upon a favorable inspection report.
 10. *Notification of Commencement.* It shall be the responsibility of the subdivider or his contractor to notify the City Clerk when work on improvements is to be performed. The initial notification that a particular improvement is to be started shall be in writing and shall reach the City Clerk two (2) days in advance of the date of starting work. If the work on a particular improvement is interrupted, the subdivider or his contractor shall notify the City Clerk and the City Engineer by telephone at least twenty-four (24) hours prior to returning to work.
 11. *Interpretations of Provisions and Guarantee of Completion and Maintenance.* It is the intention of this ordinance to encourage building in the city consistent with the protection of the public's interest without placing undue financial hardship on subdividers for bond expenses. Therefore, the following examples of procedure are given to clarify the intent of the ordinance and to provide suggestions to subdividers for economizing on bond expenses:
 - A. If a subdivider intends to subdivide a large plot of land, it will be more economical for him if he requests approval for a plat covering only the amount of land that he intends to develop in the near future. In obtaining this plat approval, the subdivider would supply to the Plan Commission the general plan for the entire area to be developed. This procedure will eliminate the necessity for the subdivider furnishing bonds for improvement which are to be installed several years in the future.
 - B. If a subdivider has obtained a plat approval for a subdivision and has posted a bond to cover the cost of the improvements and, after developing part of the plat, decided to discontinue the development, the City Council may release the bond for the undeveloped area, providing the improvements already installed constitute a properly operating and functional system and provided that the subdivider vacates the undeveloped part of the plat.
 - C. If a subdivider desires to deposit cash or other securities pursuant to a written "undertaking in lieu of bond" agreement, it is possible that part of such cash or other securities can be refunded to the subdivider as the improvements are installed and completed.

The above examples are given for illustrative purposes only and in no way limit the force or intent of any part of this ordinance.

12. *Responsibility for Maintenance.* As further assurance of serviceable construction and to provide for repair of damage resulting from subsequent construction operations of the subdivider or his contractors, the subdivider shall be responsible for all maintenance of an improvement for a period of not less than twelve (12) months following completion of construction of that improvement, providing, in addition, that the subdivider shall be responsible for all maintenance of roadways, curbs, gutters, sidewalks, parkways and extension boxes and hydrants of water facilities until all construction work has been completed. Construction work shall be deemed to include all necessary backfill and grading. A parkway strip shall be deemed to include excavation and finish grading of topsoil and all planting and seeding that may be required. An improvement shall be accepted by the city, upon completion, provided the contractor has filed with the city a twelve (12) month maintenance warranty bond, or the City retains ten percent (10%) of original letter of credit for all proposed improvements.
13. *Acceptance.* Acceptance of a public improvement for the City shall only be by resolution of the City Council upon recommendation of the City Engineer. Recommendation shall be contingent upon:
 - A. Written request from the developer for a final inspection and acceptance;
 - B. Fulfillment of the requirements of Paragraph 12;
 - C. An opinion by the City Attorney that satisfactory and proper conveyances have been made by the subdivider to the City;
 - D. Improvement being complete and in good repair in accordance with City standards and requirements;
 - E. Inspection reports indicating compliance with working drawings and specifications;
 - F. Receipt of one set of mylar reproducible "as built", acceptable to the City;
 - G. A single improvement shall not be accepted in part, but shall be complete as indicated in the working drawings, i.e. the sub-grade base course and surface course of a street, alley, or parking area shall be considered as a single improvement. Before acceptance, the single improvement shall also be complete throughout the subdivision as indicated in the final plat or in such divisible portion of such subdivision as may be approved by the City Council;
 - H. Acceptance of an improvement shall constitute release of the applicable portion of the performance bond, the applicable portion of the balance of cash deposit or letter of credit; and
 - I. Streets and utilities installed in City dedicated rights-of-way may be accepted by the City for ownership and operation. Streets, sidewalks and utilities such as sanitary sewer, watermain and storm sewers installed in private areas shall be owned and maintained by the landowner unless previously approved by the City.

17.3.08. - Protection and Repair of Existing Improvements.

The subdivider, his contractors and suppliers shall be jointly and severally responsible that existing improvements and the property of the City are not damaged or rendered less useful or unsightly by the operations of the subdivider, his contractors or suppliers. This provision is intended to include damage or nuisance with respect to the land, improvements of landscaping of the City, damage to existing streets, sidewalks, curb and gutter, parkways by passage thereover of equipment or trucks or by excavation for any purpose, the spillage or tracking of earth, sand or rock onto streets, sidewalks, curbs and gutters or parkways

or into catch basins; damage to water mains, sanitary sewers, culverts or storm sewers. To reduce or localize the possibility of damage to streets by heavy trucking, the Mayor or his duly authorized representative shall instruct the subdivider as to the streets to be used for access to the subdivision by equipment or trucks and the Subdivider shall be responsible for enforcement of this instruction upon his contractors and their suppliers. The Subdivider shall make provisions to prevent washing of earth or sand onto sidewalks, streets, curbs and gutters, and into catch basins by storm water. Where deemed advisable, the Mayor, or his duly authorized representative, shall have the power to require, either prior to commencement of construction or after construction is in process, that the subdivider post an appropriate bond to guarantee repair of damages or abatement of nuisance. Where need for bond becomes apparent after construction is in process, the Mayor with the advice and consent of the City Council shall have the power to order construction discontinued until appropriate bond has been posted. Expenses incurred by the city in repairing damages, cleaning streets, catch basins and sewers shall be deducted from the bond.

17.3.09. - Other Regulations Prevail.

None of the provisions of these regulations pertaining to permission, bond, fees acceptance and approval, shall be construed as exempting subdividers, general contractors, sidewalk contractors, cement contractors, building contractors, plumbing contractors or plumbers, sewer contractors, sewer builders, drain layers, electrical contractors, electricians or any other contractor or craftsman from any other ordinance or regulation of the City with respect to licenses, surety bonds, fees, insurance, inspection or other control.

17.3.10. - Flood Control and Drainage.

1. *Statutory Flood Plain Requirement.* All construction lying totally or partially within a flood plain must meet the requirements of the Rules and Regulations issued by the Illinois Department of Transportation, Division of Water Resources, pursuant to "An Act in Relation to the Regulation of the Rivers, Lakes, and Streams of Illinois," as amended, and if required, a permit from said Department must be obtained for such construction. A copy of said permit must be furnished to the District for all projects requiring Metropolitan Water Reclamation District sewer permits. The City enforcement official shall determine if the project requires a City, State and/or Federal permit. All construction in the flood plain shall require permits as stated in the City's Flood Plain Ordinance.
 - A. *Locations—Identification.* Locations of certain existing streams and other floodwater runoff channels and detention ponds and basins and names of other identifying designations thereof. Such locations shall be subject to approved straightenings and relocations as provided for in the ordinance.
 - B. *Floodway Widths.* Widths or limits of floodways on or along the streams and channels as established herein. A floodway consists of the deeper parts of the total flood plain, including the trench or channel and adjoining parts, which are reasonably required for the downstream movement of the 100-year frequency flood water or flood flows as distinguished from the shallower parts of the flood plain where the speed of flow or current is lessened by the friction of bottom materials and growth; while the function of the flood plain is essentially that of a slow-moving storage of flood water.
 - C. *Areas of Waterway Openings.* Minimum areas of waterway openings to be provided whenever new culverts, sewers, or bridges are built at various points on the streams and channels are to be designed so as to not result in an increase of upstream flood stages greater than one-tenth (0.1) foot over the existing

flood profile for all flood events up to and including the 100-year frequency event.

- D. *Appropriate Uses of Floodway.* The only development in a floodway which will be allowed are appropriate uses only; ones that will not cause a rise in the base flood elevation, and which will not create a damaging or potentially damaging increase in flood heights or velocity or be a threat to public health, safety and welfare, or impair the natural hydrologic and hydraulic function of the floodway or channel, or permanently impair existing water quality or aquatic habitat.
- E. *Additional Requirements in Northwest Sewer Extension Project Area.* All parties proposing to develop property located within the City's Northwest Sewer Extension Project Area, which is bounded by Pulaski Road and Cicero Avenue on the east, Interstate 80 and the extension of 181st Street on the south, Interstate 57 on the west and 167th Street on the north as delineated in the "Northwest Area Sanitary Sewer Improvements Facilities Planning Report", prepared by Baxter and Woodman, Inc. and dated October 20, 1992, shall submit any development proposal to the United States Army Corps of Engineers for review of any permits and associated mitigative measures which may be necessary due to potential impacts on wetlands as a result of subsequent development.

2. *High-Water Elevations.*

- A. *Flood Plain Highwater Elevation and Limits.* In determining the highwater elevations and limits for all areas within the corporate limits of the City of Country Club Hills, the data sources to be used shall be as follows, in descending order of overall accuracy completeness and currentness. When data of higher order becomes available, data of lower order will not be used:
 - i) HUD Flood Insurance Studies (FIS), if certified by Illinois Department of Transportation, Division of Water Resources (IDOT-DWR).
 - ii) IDOT-DWR Regulatory Floodplain Maps and Profiles.
 - iii) Soil Conservation Service—Metropolitan Sanitary District of Greater Chicago (SCS-MSDGC) Floodwater Management Plans, using the "without project" data shown therein.
 - iv) Other detailed 100-year flood studies, if certified by IDOT-DWR.
 - v) HUD Flood Hazard Boundary Maps (FHBM) and Approximate FIS Data.
 - vi) USGS Maps of Flood-prone Areas.
 - vii) USGS-NIPC Hydrologic Investigation Atlases (Floods of Record).

When either the HUD Flood Hazard Boundary Maps or the USGS Maps of Flood prone Areas are used to determine the limits of the floodplain, then regulatory highwater elevations shall be those of the flood of record.

- B. *Definitions.* "High-water elevation" means the highest level of floodwater observed during past floods or that may reasonably be expected. "Flood plain" means such land whose surface elevation is at or below the base flood or 100 year frequency flood elevation.
- C. *Datum.* The high-water and other elevations shown on the profiles are in feet above mean sea level datum at New York City, or, when so noted on the profile, in feet above the stream bed of the stream or channel or above some other described point or mark in or near the channel.
- D. *Applicable Elevation.* For purposes of these regulations, the high-water elevation applicable to a building, building site, or part of a lot, parcel or other area of land shall be the elevation established for (1) the adjoining or nearest stream or other flood-water runoff channel measured at right angles to the general

direction of flow in the stream or channel, or (2) the adjoining or nearest floodwater detention pond or basin, whichever is the highest. Care shall be taken to interpret the map properly in the areas which are subject to "sheet flow" instead of general inundation. In case of a dispute over the interpretation of the map elevations, the decisions of the Engineer for the City of Country Club Hills shall govern.

- E. *Higher Future Floods.* The establishment by this Ordinance of high-water elevations for the purpose of regulating future development in order to lessen or avoid hazards to person and damage to property from floodwaters is not intended nor shall it be construed to imply or assure owners, occupants or prospective purchasers of property that no flood of higher elevation will ever occur in the future.
 - F. *Building Elevation.* The lowest floor elevation (including basement) of any structure in a flood hazard area shall be a minimum of twelve (12) inches above the high water elevation as shown on the applicable flood plain map.
3. *Official Bench Mark System.* There is hereby established a system of points or marks of known elevations above the mean sea datum at New York City (U.S.G.S. Datum) from which elevations shall hereafter be taken by engineers, surveyors, architects and contractors when making topographical surveys and maps and setting grades and elevations for buildings, pavements, drainage facilities and other structures or work publicly built or regulated by Country Club Hills. These bench marks shall be clearly shown on any pertinent drawings submitted to the City. It shall be the responsibility of the petitioner to establish and certify these points unless already established by the City of Country Club Hills.
4. *Subdivision Bench Design and Drainage.* The following rules shall govern the design of the improvement with respect to the drainage of floodwater runoff:
- A. *Design.* Streets, blocks, depths of lots, parks and other public grounds shall be located and laid out in such a manner as to preserve and utilize natural streams, channels, and detention basins, including wherever possible the larger streams and flood plains within parks or other public grounds.
 - B. *Channel Straightening.* Sharply meandering streams or channels may be partly straightened and minor changes made in other channels, subject to approval of the City Council provided (1) the floodway dimensions of the stream or channel are maintained, (2) the volume of floodwater storage outside the floodway is not reduced, and (3) the changes and channels comply with the other provisions of this Section.
 - C. *Lesser Channel Locations.* Generally acceptable locations of the lesser floodwater runoff channels in the design of the subdivision include the following:
 - i) In a depressed median of a double roadway street or parkway, provided the median is wide enough to permit flat side slopes along the floodway.
 - ii) Centered on the rear lot lines in the block, or entirely within the rear yards of a single row of lots or parcels, provided in either case the lots are deep enough to permit flat side slopes along the floodway and a building site above the established high-water elevation plus one (1) foot on the front part of the lot.

In each of the foregoing cases, a floodway easement, at least twenty (20) feet wide, shall be provided and shown on the plat. The easement shall permit necessary public channel maintenance and improvement work and access of equipment therefore but shall prohibit buildings and other obstructing structures thereon by the owner. This easement shall be specifically designated as a drainage and utility easement on the documents to be recorded.

- D. *Uppermost Reaches of Drainage Channels.* The smaller uppermost reaches of drainage channels and swales the natural drainage system near the watershed divide may be relocated or eliminated and incorporated into planned system of storm sewers and/or open channels upon a showing that the system is adequate and can handle the floodwater runoff following the heavier rainstorms.
- E. *Within Black Drainage.* A continuous easement will be provided along rear lot lines and drawn on the subdivision plat within which utility lines and drainage may be located and maintained but on which no accessory buildings may be located or built. The utility-drainage easement shall be at least twenty (20) feet wide, with ten (10) feet on each lot. This easement shall be specifically designated as a drainage and utility easement on the documents to be recorded.
- F. *Storm Sewer Outfalls.* Storm sewer outfalls shall be so designed, by reason of elevation of the invert, that when the receiving stream is in full flood the storm sewer will continue to drain the area it is designed to serve. If this is not possible, street grades shall have to be such that the storm water will be able to flow continuously to the receiving stream or outfall. Continuous positive street drainage shall be provided if at all possible.
- G. *Streets Designed as Channels.* Cross sections and grades of streets shall be designed to temporarily store and convey the overflow from storm sewers and over-the-curb runoff and be provided with adequate outlets for safe disposal of such overflow. The street cross section shall provide a lot grade for each adjoining building one and one-half (1.5) feet minimum higher than the crown of the pavement, and the lowest floor elevation (including basement) shall be a minimum of twelve inches (12") above the high water elevation as shown on the applicable flood plain map if located in a flood hazard area.
- H. *Flood-Fringe Lots.* Land lying wholly or partly in a flood plain may be laid out and platted as building lots or parcels, provided that a building site, not lower than the applicable high water elevation plus one (1) foot (1) exists on the front part of the lot or parcel, or (2) will be built up during execution of the subdivision improvement plan through general excavation and filling, or (3) can be provided with excavation taken from within the area of the lot or parcel when it is built upon.
- Compensatory storage will, also, be required. No use will be permitted which adversely affects the capacity of the drainage facilities or systems. No development shall commence without first obtaining a permit from the City.
- I. *Bridge and Culvert Waterway Openings.* Waterway openings of bridges and culverts hereafter built over streams or floodwater runoff channels shall be designed so as to not result in an increase of upstream flood stages greater than one-tenth (0.1) foot over the existing flood profile for all flood events up to and including the 100 year frequency event.
- J. *Retention Basin.* Berms constructed to form floodwater retention ponds, basins, or lakes shall be designed to maintain a permanent low-water pool and a temporary flood-water storage pool and shall be provided with outlets which may be set or regulated to detain or empty slowly the storage pool following periods of runoff according to the capacity of the downstream channel to carry the flow safely. The design and construction of retention ponds, basins or lakes shall be such as to ensure proper water circulation and to prevent stagnation. Any work involving the construction, modification, or removal of a berm or dam may be required to obtain an IDOT Division of Water Resources dam safety permit prior to start of construction.
- K. *Sanitary Manholes.* Sanitary manholes, constructed within flood plain areas must have rim elevations

twelve (12) inches above the flood plain crest or must be provided with water-tight, lock-type covers.

- L. *Storm Water Detention or Retention.* The storm water runoff rate from the area shall be restricted to no greater than that from its natural or undeveloped state. Detention or retention space for the excess storm water shall be provided prior to any occupancies in accordance with the requirements specified herein. Provision shall be made for proper maintenance of any such detention or retention facility.

- i) A combination of storage and controlled release of storm water runoff is required for all commercial developments, for all residential developments exceeding ten (10) acres in area and for all residential developments between five (5) and ten (10) acres which have an imperviousness of sixty (60) percent or greater.

However, a residential development of ten (10) acres or less must have an adequate outlet as signified by the City Engineer, and shall be required to store that portion of the runoff exceeding the outlet capacity.

- ii) The release rate of storm water from all developments requiring detention shall not exceed the storm water runoff rate from the area in its natural undeveloped state.

Because of the flat conditions of the land in this area, channel configurations cut by nature are generally unable to handle the runoff from high intensity rainfalls and this results in flood plain storage or spreading of runoff over the land areas during the larger storm periods. In order not to increase the runoff from such areas after development, the release rate must be limited to the carrying capacity of these natural channels.

The City will accept the release rate of not greater than that calculated from a storm of three (3) year frequency with a runoff rate coefficient of 0.15, unless the applicant can show by his detail calculations, which must be accepted by the City, that the discharge rate of the natural outlet channel serving this area is greater.

- iii) Drainage systems shall have adequate capacity to bypass through the development the flow from all upstream areas for a storm of design frequency assuming that the land is in a fully developed state under present zoning or zoning proposed under the Comprehensive Plan. The bypass flow rate shall be computed utilizing a runoff coefficient of not less than 0.35. An allowance will be made for upstream detention when such upstream detention and release rate has previously been approved by the City and that evidence of its construction can be shown.
- iv) The live detention storage to be provided will be calculated on the basis of the 100-year frequency rainfall as published by the U.S. Weather Bureau for this area. The detention volume required will be that necessary to handle the runoff of a 100-year rainfall, for any and all durations, from the fully developed drainage area tributary to the reservoir, less that volume discharged during the same duration at the approved release rate.

17.3.11. - Soil Erosion and Sedimentation.

Except as provided below, no plat of subdivision shall be approved unless the preliminary plat and accompanying materials indicate that measures to be taken to control erosion and sedimentation will be adequate to assure that sediment is not transported from the site by storm event of ten-year frequency or less, and that the following principles will be applicable to all development activities in the area to be subdivided:

- A. Development should be related to the topography and soils of the site so as to create the least potential for Areas of steep slopes where high cuts and fills may be required should be avoided wherever possible and natural contours should be followed as closely as possible.
- B. Natural vegetation should be retained and protected wherever possible. Areas immediately adjacent to natural watercourses should be left undisturbed wherever possible.
- C. The smallest practical area of land should be exposed for the shortest practical time during development.
- D. Sediment basins, debris basins, desilting basins, or silt traps or filters should be installed and maintained to remove sediment from run-off waters from land undergoing development.
- E. The selection of erosion and sedimentation control measures should be based on assessment of the probable frequency of climatic and other events likely to contribute to erosion, and on evaluation of the risks, costs and benefits involved.
- F. In the design of erosion control facilities and practices, aesthetics and the requirements of continuing maintenance should be considered.
- G. Provision should be made to accommodate the increased run-off caused by changed soil and surface conditions during and after the development. Drainageways should be designed so that their final gradients and the resultant velocities of discharges will not create additional erosion, and should be protected against erosion and sedimentation during development.
- H. Permanent vegetation and structures should be installed as soon as practical during development.

ARTICLE 4. - PROCEDURE AND REQUIREMENTS

17.4.01. - Purpose.

The purpose of this article is to establish the procedure for plan review and action on applications for subdivisions and/or site plans. The procedure is intended to provide orderly and expeditious processing of such applications.

17.4.02. - Commencement of Construction.

No building or construction of any kind relating to development of land within the definition of subdivision shall be started except in accordance with these regulations.

Construction of improvements shall be in accordance with Article 3, Section 17.3.06.

Construction of buildings and dwellings shall be started only after issuance of building permits and no building permit shall be issued prior to recording of the Final Plat.

Construction on any residential building site shall be limited to the pouring of foundations, until such time as the watermain is installed and approved, and the road is improved to the point that the Asphalt Binder Course is in place.

Before work on an approved subdivision can begin, the following documents or fees must be submitted to the Building Commissioner:

1. \$150.00 administrative fee;

2. Plan review fees;
3. Inspection fees;
4. Letter of credit (cost of infrastructure);
5. Performance Bond (125% of cost of construction), or in lieu of completion bonds at 125% of Engineering estimates for all public improvements or 110% of development contracts if approved by the City; and
6. Letter of Intent and Agreement signed by Developer and the Mayor.

17.4.03. - Pre-Application and Concept Plan Review.

For the purpose of expediting applications and reducing subdivision and site plan design and development costs, the developer may request a pre-application conference in accordance with the following requirements:

1. *Pre-Application Conference.*

- A. At the request of the applicant a preapplication conference may be commenced by the Planning Director.
- B. The pre-application conference shall allow the applicant to meet with appropriate City representatives. These individuals may include:
 - 1) City engineer;
 - 2) City planner;
 - 3) City construction officer and zoning officer;
 - 4) Representative(s) from environmental, historic preservation, and other commissions, as deemed appropriate;
 - 5) Other relevant City representatives, including but not limited to the Police and Fire Chiefs, Building Commissioner, Superintendents of Public Works and Water and Finance Director; and
 - 6) Any other representative(s) invited by the Planning Director.
- C. Applicants seeking a pre-application conference shall submit four (4) copies of the following information ten (10) days prior to the pre-application conference:
 - 1) Plat of Survey;
 - 2) Brief description of proposal; and
 - 3) Proposed land use sketch to include:
 - a) Proposed lots and placements.
 - b) Proposed access to subdivision.
 - c) Proposed streets.
- D. The applicant may be charged reasonable fees for a pre-application conference
- E. If requested and paid for by the applicant, a brief written summary of the pre-application conference shall be provided within ten (10) working days of the final meeting.
- F. The applicant shall not be bound by the determination of the pre-application conference, nor shall the City be bound by any such review.

2. *Concept Plan.*

- A. Following the pre-application conference, the Planning Director shall grant an informal review of a

concept plan for a development for which the applicant intends to prepare and submit a formal application.

- B. Applicants seeking informal review shall submit four (4) copies of the following items, ten (10) days before the concept plan review, with one copy of any land use plan no larger than eleven by seventeen inches (11" × 17");
- 1) Plat of Survey;
 - 2) Brief description of proposal;
 - 3) Proposed land use rendering to include:
 - a) Proposed zoning;
 - b) Proposed access to subdivision;
 - c) Proposed streets;
 - d) Other proposed public improvements, if any; and
 - e) Proposed number of lots, building placement and setbacks.
- C. The applicant may be charged reasonable fees for concept plan review.
- D. If requested and paid for by the applicant, a brief written summary of the concept plan review shall be provided within ten (10) working days of the final meeting.
- E. The applicant shall not be bound by any concept plan for which review is requested, nor shall the City be bound by any such review.

17.4.04. - Preliminary Layout.

Prior to the completion of the final survey of streets and lots of any subdivision and before any plat of subdivision is made in form suitable for recording, a Preliminary Layout prepared in accordance with the regulations set forth herein, should be submitted to the City Council. In the event a proposed subdivision is one (1) acre or less in area, the subdivider shall have the right to dispense with preparation of the preliminary layout and to proceed directly with submission of the final plat. The Plan Commission shall arrange hearings with the Subdivider, or his representative, on behalf of his application, if there are any points of Disagreement. In such case, the fee of Section 17.4.09 shall be payable upon submission of the final plat.

17.4.05. - Submission of Preliminary Layout.

An application, in writing, in quadruplicate for the conditional approval of the subdivision, together with fifteen (15) copies of the Preliminary Layout shall be submitted to the City Clerk. The City Clerk shall transmit the Preliminary Plan to the Plan Commission within fifteen (15) days. The application is to be accompanied by a statement from the City Clerk that a filing fee has been paid as specified in Section 17.4.09 (Fees). The Plan Commission shall, within ninety (90) days from referral, submit its written recommendations for approval or disapproval to the City Council. In the event of disapproval of the preliminary layout, the Plan Commission shall furnish the applicant a statement, in writing, giving reasons, specifying with particularity the aspects in which the plat fails to conform to Ordinances including the official Map.

17.4.06. - Contents of Preliminary Layout.

The City may waive specific requirements for the content of submissions upon finding that the information submitted is sufficient to show that the work will comply with objectives and principles of this ordinance.

Preliminary layout shall contain all of the following:

1. Proposed name of subdivision.
2. Location by township, section, town and range or by other legal description.
3. A vicinity map, in sufficient detail to enable easy location in the field of the site for which plat approval is sought, and including the boundary line and approximate acreage of the site, existing zoning and a legend and scale.
4. Names, addresses and phone number of the owner, the developer, and the designer who made the plat.
5. Scale of Plat, one inch to one hundred feet (1":100'), or larger.
6. Date.
7. Northpoint.
8. Layout, numbers and dimensions of lots.
9. Parcels of land to be dedicated or reserved for public use.
10. Layout of streets and widths.
11. Boundary line of the total area proposed to be subdivided indicated by solid heavy line and the total approximate acreage encompassed thereby.
12. Contour Map. A one (1) foot minimum interval contour map of the land to be subdivided or improved and such adjoining land whose topography may affect the layout or drainage of the subdivision or improvement shall accompany the preliminary layout. On such map shall be shown the following:
 - A. The flow lines of streams and other floodwater runoff channels, their normal shorelines and the shoreline of the established high-water elevations.
 - B. Normal shoreline of lakes, ponds, swamps, and other detention basins, the shoreline of high-water elevations established under Section 3, lines of inflow and outflow, if any.
 - C. Farm drains, inlets and outfalls where visible.
 - D. Existing sanitary sewers, water mains, storm sewers and drainage outfalls.
 - E. Septic tank systems, outlets if any.
 - F. Seeps, springs, flowing and other wells, if any.
 - G. Flood elevations, including high-water elevations established under Section 17.3.10(2).
13. Affirmative Marketing Plan. The developers of a residential subdivision shall submit an affirmative marketing plan, in accordance with Section 19.8.01 et seq., of the City of Country Club Hills Municipal Code.

17.4.07. - Qualifications Governing Approval of the Preliminary Plat.

1. The approval of a Preliminary Plan by the Plan Commission and the City Council is tentative only, involving merely the general acceptability of the layout as submitted.
2. The Plan Commission may recommend, or the City Council may require, such changes or revisions as are deemed necessary in the interest and needs of the community. If approved by the Plan Commission, the City Council shall accept or reject the proposed plat within thirty (30) days after its next regular meeting following

action by the Plan Commission. The City Clerk shall attach to a copy of the plat, a certified copy of order or Resolution approving or disapproving the plat, in case of disapproval giving reasons and specifying aspects of nonconformance with ordinances and official map. A copy of order or Resolution shall be filed in the Clerk's office. Preliminary approval shall not qualify a plat for recording.

17.4.08. - Effective Period of Tentative Approval.

Tentative approval of the preliminary layout shall be effective for a maximum period of twelve (12) months except that submission within this period of a final plat applying to a portion of the area covered by the preliminary layout shall extend the effective period of tentative approval twelve (12) months. If a final plat has not been submitted to the City County within these time limits, the preliminary plat shall again be submitted to the City Council for a tentative approval.

17.4.09. - Fees.

1. *Conditions.* In order to cover the administrative costs, recording fees and other expenses incidental to the approval of a subdivision, the subdivider shall pay the fees specified in subparagraphs 2 and 5 herein at the time of application for tentative approval of a preliminary plat.

There will be no refund of any portion of the fees paid pursuant to subparagraphs 2 and 5 if the subdivider fails to apply for final approval of the subdivision.

If, because of the failure of the subdivider to submit a final plat within the applicable period, it is necessary to re-submit a preliminary plat for tentative approval, the subdivider shall again be required to pay the fees currently in effect at the time of resubmission. In the event a final plat is re-submitted for approval, the subdivider shall pay the cost of the City Engineer and all administrative costs incurred therein.

2. *Amount.* The fees shall be as follows:
 - a. \$150.00 Administrative Fee.
 - b. The developer or subdivider of any planned unit development, subdivision, or pre-annexation submission of plat shall also pay the actual costs incurred by the City for attorney's fees, planning or other consultants' fees directly and reasonably attributable to the review, analysis or drafting of documents in connection with the foregoing submission of plats, or in connection with the enforcement of the provisions of the subdivision ordinance or the planned unit development provisions of the Zoning Ordinance. Such costs shall be paid promptly upon demand and the City may require a developer or subdivider to escrow the funds to pay such estimated costs or to enter into a contract guaranteeing such payment.
3. *Place of Payment.* Fees shall be paid to the City Collector.
4. *Use.* All fees collected for the approval of subdivisions and for public improvement plan reviews shall be paid into the General Corporate Fund of the City of Country Club Hills.
5. *Improvement Plan Review Fees.* At the time the plans and specifications for Public Improvements are submitted to the City for approval, the owner shall make payment to the City a fee for review of such material based upon the estimate submitted under Section 17.4.02 and the following schedule:

Schedule of Fees

The fees for Plan Review shall be, those fees in accordance with the fee schedule in effect with the City, as follows:

1.5%	1 st \$50,000 valuation
1.0%	Next \$200,000 valuation
0.75%	Balance of total

6. *Inspection Fees.* Construction connected with subdivision inspection shall include figures at the rate of two (2) percent of the estimated cost of public improvements.

17.4.10. - Engineering Plans.

1. *Comprehensive Drainage Plan.* A comprehensive drainage plan, first in preliminary form, designed to handle safely the floodwater runoff following the heavier rainstorms shall accompany the preliminary layout.

The plans shall provide or be accompanied by maps or descriptive material showing the following:

- A. The extent and area of watershed tributary flowing in to the drainage channels in the subdivision.
- B. The street storm sewers and other drains to be built, the basis of their design, the outfall and outlet locations and elevations, receiving stream or channel and its high-water elevation, and the functioning of the drains high water conditions.
- C. The parts of the proposed street system where pavements are planned to be depressed sufficiently to convey or temporarily store overflow.
- D. Existing streams and floodwater runoff channels to be maintained, enlarged, altered otherwise, or eliminated; and new channels to be constructed, their locations, cross sections and profiles.
- E. Existing culverts, storm sewers, and bridges, drainage area, elevation, and adequacy of waterway openings; and new culverts and bridges to be built, their materials, elevations, waterway openings and basis of design.
- F. Existing detention or retention ponds and basins to be maintained, enlarged, altered otherwise, and new ponds or basins to be built with berms or dams, and their designs.

2. *Soil Erosion and Sedimentation.*

- A. A Development Plan of the site showing:
 1. Existing topography of the site and adjacent land within approximately 100 feet of the boundaries, drawn at no greater than two-foot contour intervals and clearly portraying the conformation and drainage pattern of the area.
 2. The location of existing buildings, structures, utilities, water bodies, flood plains, drainage facilities, vegetative cover, paved areas and other significant natural or manmade features on the site and adjacent land within approximately 100 feet of the boundary.
 3. A general description of the predominant soil types on the site, their location and their limitations.

4. Proposed use of the site, including present development and planned utilization; areas of excavation, grading, filling; proposed contours, finished grades and street profiles; provisions for storm drainage, including the accelerated runoff, with a drainage area map and computations; kinds and location of utilities; and areas proposed to be paved, covered, sodded or seeded, vegetatively stabilized or left undisturbed.
- B. An erosion and sedimentation control plan showing:
1. All erosion and sedimentation control measures necessary to meet the objectives of this ordinance throughout all phases of construction and permanently after completion of development of the site.
 2. Seeding mixtures and rates, types of sod, methods of seedbed preparation, expected seeding dates, type and rate of lime and fertilizer application, and kind and quality of mulching for both temporary and permanent vegetative control measures.
 3. Provisions for maintenance of control facilities, including easements and estimates of cost of maintenance if required.
 4. Identification of the person(s) or entity which will have legal responsibility for maintenance of erosion control structures and measures after development is completed.
- C. The proposed phasing for development of the site, including stripping and clearing, rough grading and construction, and final grading and landscaping. Phasing should identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas and the sequence of clearing, installation of temporary sediment control measures, installation of storm drainage, paving streets and parking areas, and establishment of permanent vegetative cover.

These submissions shall be prepared in accordance with the standards and requirements contained in "Procedures and Standards of Soil Erosion and Sedimentation Control in Illinois" prepared by the Steering Committee and adopted by the Cook County Soil and Water Conservation District which standards and requirements are hereby incorporated into this ordinance by reference.

17.4.11. - Submission of Final Plat.

After approval of the Preliminary Plat by the City Council and fulfillment of the required conditions, the subdivider shall apply, in writing, to the city Council for approval of a Final Plat. The Final Plat shall conform substantially to the Preliminary Layout as given tentative approval. The application shall be in duplicate and shall be accompanied by the original inked plat on tracing cloth, and ten (10) prints. The City Council shall refer the Final Plat to the Plan Commission at the next regular meeting following filing of the Final Plat. The Plan Commission shall, within thirty (30) days from referral, submit its written recommendations for approval or disapproval to the City Council. The Plan Commission may arrange hearings with the subdivider or his representatives on behalf of his application.

17.4.12. - Specifications for the Final Plat.

No Map or Final Plat of Subdivision of land subject to Municipal regulations located within the corporate limits or within contiguous unincorporated territories shall be entitled to record or be valid unless the following conditions are adhered to:

1. All of the items in Section 17.4.05 of this article, "Contents of Preliminary Layout" are completed and approved.

2. Building Setback Lines are accurately shown.
3. Detailed plan of existing and proposed sewers, water mains, culverts, storm sewers, drainage easements, or other underground facilities within the tract indicating pipe sizes, grades, manhole and exact locations.
4. Soil erosion and sedimentation requirements are fulfilled.
5. Notarized certification, by owner or owners, or by any mortgage holder on record, of the adoption of the plat and the dedication of streets and other public areas.
6. Exact width, name and location of all streets within and adjoining the plat.
7. All lot numbers and lines with accurate dimensions in feet and hundredths.
8. True angles and distances to the nearest established street lines or official monuments (not less than two (2)) which shall be accurately described in the plat.
9. Municipal, township, county or section lines accurately tied to the lines of the subdivision by distances and angles.
10. Radii, internal angles, points and curvatures, tangent bearings and lengths of all arcs.
11. Accurate location of all iron pipe and monuments, which shall be concrete 6" × 6" × 30" with an iron rod cast in the center. Permanent stone or concrete monuments shall be set at two (2) corner or angle points on the outside boundary. Pipes or other physical markers shall be placed at all lot corners and survey control points as shown on the plat of subdivision. All U.S., State, County or other official bench-marks, monuments or triangulation stations in or adjacent to the property shall be preserved in precise position.
12. Accurate outlines and legal descriptions of any areas to be dedicated or reserved for public use, with the purposes indicated thereon, and of any area to be reserved by deed covenant for common uses of all property owners.
13. Landscape Plans, for street trees, in accordance with the Country Club Hills Comprehensive Tree Plan.
14. City Street Address, shown on each lot in the subdivision, in accordance with Section 17.3.03(3) of this Chapter, Street Addresses will be provided by Building Commissioner.
15. Certification by a registered surveyor to the effect that the plat represents a survey made by him and that monuments and markers shown thereon exist as located and that all dimensions and geodetic details are correct.
16. Certifications showing that all taxes and special assessments due on the property to be subdivided have been paid in full.
17. Proper form for the approval of the City Council with space for signature.
18. A statement by a competent Illinois Registered Professional Engineer giving an estimate of the total cost of the construction or installation of all public improvements including sanitary and storm sewers, water mains, street improvements, street lights and appurtenances. Such estimate shall be based on prevailing construction costs and shall be subject to the approval of the City Council.
19. The subdivider shall agree to install and construct street, utility and other public improvements, and pay the required fee and donations in accordance with the requirements of the ordinances of the City, and as agreed upon in the Statement of Intent and Agreement submitted to and approved by the City Council along with the plans, specifications and final plat. To guarantee the completion of improvements and other commitments by the subdivider, a corporate surety bond, letter of credit or other financing surety, as approved by the City Council, shall be provided.

20. No final plat shall be recorded until all applicable permits or requirements from other agencies are received.
21. Authorization on the Plat of Subdivision by the surveyor authorizing the City Clerk, or a duly authorized designee, to record the plat.

17.4.13. - Action of Final Plat.

In its consideration of a Final Plat, as defined herein, the City Council shall take action subject to the following conditions:

1. The applicant shall adhere to all conditions necessary to comply with this ordinance, the requirements of statute and all other municipal ordinances enacted under it.
2. The applicant may elect to have final approval of a geographic part or parts of the plat that received preliminary approval, delaying application beyond for one year for the remaining parts. Facilities shall be provided for the part receiving final approval and only that part shall be recorded.
3. When all drawings, maps, specifications and other documents meeting city requirements have been furnished by the applicant, the City Council shall give its approval or disapproval within sixty (60) days from the date of filing of application or last required document or other paper, whichever date is later.
4. When the Final Plat is approved, the city clerk shall attach, to a copy of the plat, a certified copy of order or Resolution of Approval, filing same in the City Clerk's office. If disapproved, order shall include reasons therefore and specify aspects of nonconformance with City ordinances and the Official Map.
5. Recording by Court order. In case the City Council fails to act within the time prescribed, the applicant may, after giving five (5) days written notice, file a complaint for summary judgment in the circuit court and upon a showing that corporate authorities have failed to act within the time prescribed, the court shall enter an order authorizing the Recorder of Deed to record the plat as finally submitted without approval of corporate authorities. Such recording shall have the same force and effect as though approved by Corporate authorities.
6. The original tracing shall be transmitted by the City Council to the City Clerk for recording. The City Clerk shall transmit the original tracing to the appropriate County officials for recording within fifteen (15) days after receipt of same from the City Council, and the recording fees shall be borne by the applicant. The City shall within twenty (20) days of the date such final plat is recorded, file a certified copy thereof with the subdivider or applicant.

17.4.14. - Guarantee of Completion of Maintenance.

The City Council shall not approve the Final Plat unless and until the subdivider or applicant has guaranteed, in writing, the completion of all required improvements within a reasonable period of time and until all required permits have been approved and received and in compliance with the working drawings and engineering specifications pursuant thereto.

17.4.15. - Bond.

To ensure the compliance with the subdivision requirements within a reasonable time the City Council shall require the subdivider to post a good and sufficient performance bond through a reputable surety company licensed in the State of Illinois with the city clerk, or in lieu thereof, the City council may permit the subdivider to deposit cash or other securities pursuant to a written "undertaking in lieu of bond" agreement. The amount

of the bond or deposit of cash or securities shall not be less than 125% of the estimated cost of the public improvements in the proposed subdivision as determined by a competent engineer and approved by the City. Upon approval by the city Council, the amount of the bond or other deposits may be reduced as the work progresses, provided however the bond or the other deposits shall not be reduced to less than ten percent (10%) of the entire estimated cost of such improvement until the expiration of a period of one (1) year after the final approval of all work to be completed.

No original approved plat of subdivision shall be delivered for recording until after the subdivider has complied with the provisions of this Section.

17.4.16. - Recording of Final Plat.

All attendant documents accompanying the Final Plat are to be forwarded to the City Council and are to be filed by the City Clerk. As sufficient evidence of compliance with Municipal requirements, thus qualifying the plat for recording, the Recorder of Deeds shall receive a certificate of approval from the City Clerk or certified copy of order from the Circuit Court directing the recording of Plat.

After the City Council approves the final plat, the City shall cause the final plat to be recorded in the Office of the Recorder of Deeds at the developer's expense. If the final plat is not in recordable form, whether due to unpaid real estate taxes, noncompliance with the Illinois Plat Act, or otherwise, the City shall so notify the developer. If such defects are not remedied within six (6) months from the date of notice, the City may, at its option, and after notice to the developer, revoke the prior approval. Once a final plat is recorded, it shall be revised only through resubdivision as provided for in this Chapter.

17.4.17. - Changes in a Planned Unit Development.

When a developer proposes changes in a previously approved Planned Unit Development, whether they be minor or major changes, he shall file with the City Clerk fifteen (15) copies of the proposed change in the form of a new overall plat of the Planned Unit Development. Such plat shall delineate the changes proposed in dotted lines with the original Planned Unit Development shown as solid lines.

This new plat shall show existing building outlines and proposed building outlines with building setbacks accurately shown.

This new plat shall also show changes in density, parking, open space and building coverage in detail so an accurate comparison of the changes can be made.

ARTICLE 5. - PENALTY

17.5.01. - Penalty.

Any person, firm, or corporation who violates, disobeys, commits, neglects, refuses to comply with, or resists the enforcement of any provision of this Chapter shall be subject to a penalty as prescribed in Chapter 10 of this code. Each day a violation is permitted to exist or continue shall constitute a separate offense.