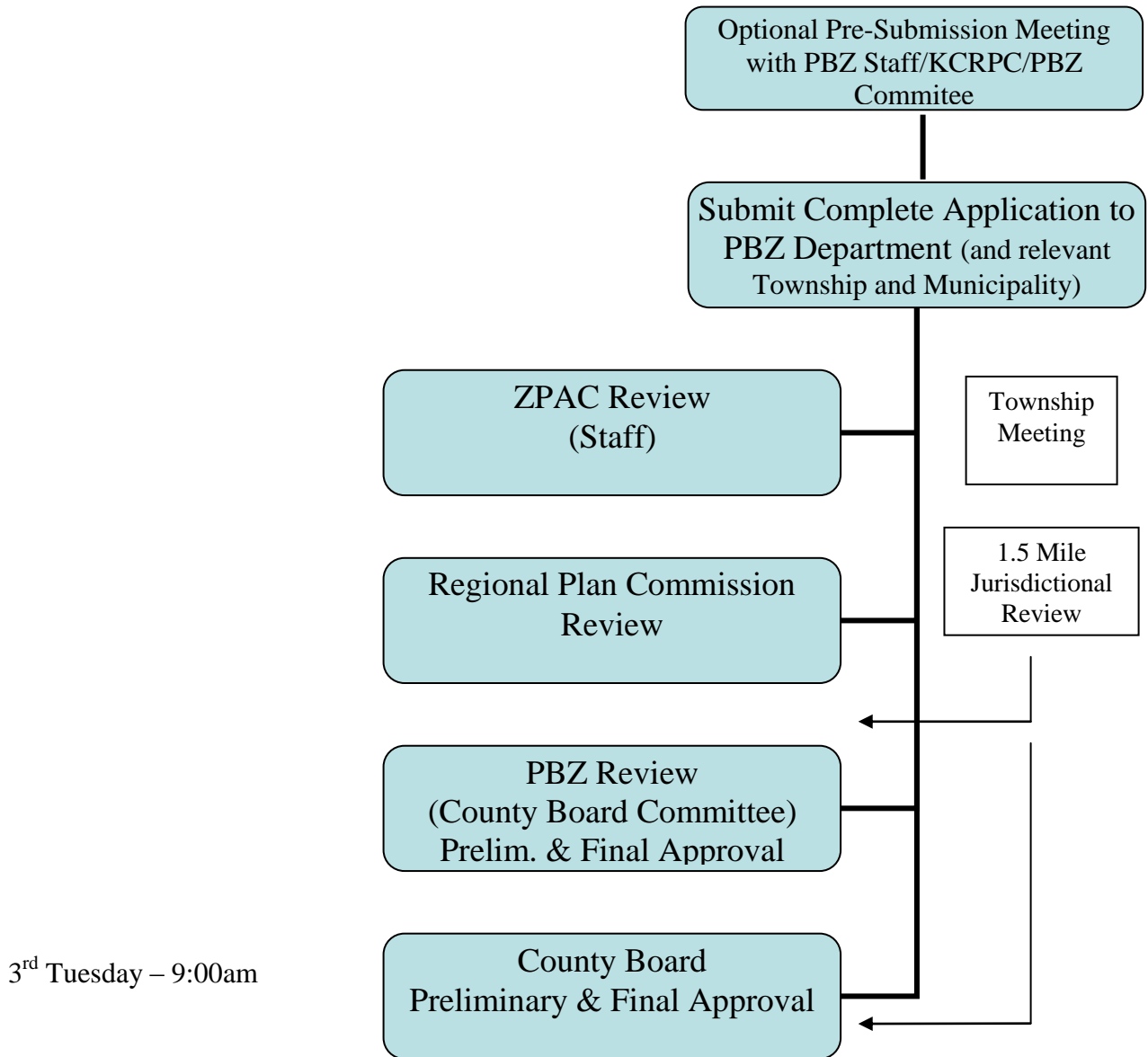


Kendall County Final Plat Process



Notes:

1. Approval of the preliminary plat by KCRPC is tentative only, involving merely the general acceptability of the layout as submitted. Final approval of the Preliminary Plat shall be granted by the County Board at the time of Final Plat approval.
2. Approval of Preliminary Plat shall be effective for a maximum of one (1) year
3. The Plan Commission may continue or table an item if it is determined that additional time or information is needed for review. Such actions will extend the review process.

**DEPARTMENT OF PLANNING, BUILDING & ZONING**

807 West John Street • Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

APPLICATION

PROJECT NAME _____ FILE #: _____

NAME OF APPLICANT (Including First, Middle Initial, and Last Name)

CURRENT LANDOWNER/NAME(s)

SITE INFORMATION
ACRES

SITE ADDRESS OR LOCATION

ASSESSOR'S ID NUMBER (PIN)

EXISTING LAND USE

CURRENT ZONING

LAND CLASSIFICATION ON LRMP

REQUESTED ACTION (Check All That Apply):

____ SPECIAL USE

____ MAP AMENDMENT (Rezone to ____)

____ VARIANCE

____ ADMINISTRATIVE VARIANCE

____ A-1 CONDITIONAL USE for: _____

____ SITE PLAN REVIEW

____ TEXT AMENDMENT

____ RPD (____ Concept; ____ Preliminary; ____ Final)

____ ADMINISTRATIVE APPEAL

____ PRELIMINARY PLAT

☒ FINAL PLAT

____ OTHER PLAT (Vacation, Dedication, etc.)

____ AMENDMENT TO A SPECIAL USE (____ Major; ____ Minor)

¹PRIMARY CONTACT

PRIMARY CONTACT MAILING ADDRESS

PRIMARY CONTACT EMAIL

PRIMARY CONTACT PHONE #

PRIMARY CONTACT FAX #

PRIMARY CONTACT OTHER #(Cell, etc.)

²ENGINEER CONTACT

ENGINEER MAILING ADDRESS

ENGINEER EMAIL

ENGINEER PHONE #

ENGINEER FAX #

ENGINEER OTHER # (Cell, etc.)

I UNDERSTAND THAT BY SIGNING THIS FORM, THAT THE PROPERTY IN QUESTION MAY BE VISITED BY COUNTY STAFF & BOARD/ COMMISSION MEMBERS THROUGHOUT THE PETITION PROCESS AND THAT THE PRIMARY CONTACT LISTED ABOVE WILL BE SUBJECT TO ALL CORRESPONDANCE ISSUED BY THE COUNTY.

I CERTIFY THAT THE INFORMATION AND EXHIBITS SUBMITTED ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT I AM TO FILE THIS APPLICATION AND ACT ON BEHALF OF THE ABOVE SIGNATURES. **THE APPLICANT ATTESTS THAT THEY ARE FREE OF DEBT OR CURRENT ON ALL DEBTS OWED TO KENDALL COUNTY AS OF THE DATE OF THE APPLICATION.**

SIGNATURE OF APPLICANT

DATE

FEE PAID:\$ _____

CHECK #: _____

¹Primary Contact will receive all correspondence from County²Engineering Contact will receive all correspondence from the County's Engineering ConsultantsDate Stamp Here If
Checklist Is Complete



DEPARTMENT OF PLANNING, BUILDING & ZONING

807 West John Street • Yorkville, IL • 60560
(630) 553-4141 Fax (630) 553-4179

FINAL PLAT REVIEW APPLICATION CHECKLIST

- _____ Completed Application Form
- _____ Application Fee
- _____ Legal description of property involved (Submitted either on CD or emailed to PBZ Department)
- _____ Proof of Ownership (Deed or Title Insurance Policy)
- _____ A beneficiary disclosure statement for property, if held in trust
- _____ Copy of Plat Review application submitted to Health Department (can be found at www.kendallhealth.org/wp-content/uploads/2018/08/Plat-Plan-Review-Application.pdf)
- _____ **3** initial copies of the Final Plat for property involved showing the following items (more copies of the Final Plat will be required for subsequent meetings):
Please note: If submitting copies 11"x17" or smaller, a 24"x36" copy is required for display purposes. One copy must be submitted either on CD or emailed to PBZ Department in PDF format.
 - _____ Name of subdivision, scale (1"=100'), north arrow, and unit number (if applicable)
 - _____ Location (map by section, township, and range)
 - _____ Date of drawing
 - _____ Developer/Owner (name, address, and contact information)
 - _____ Designer/Surveyor (name, address, and contact information)
 - _____ Boundary lines
 - _____ Monuments and primary control points (location & description)
 - _____ Easements (location, dimensions, and purpose)
 - _____ Streets and other rights-of-way (dimensions, cross sections, profiles, and dedication statements)
 - _____ Lot lines, dimensions, angles (lot & block numbers)
 - _____ Setback lines for principal buildings
 - _____ Designated areas for public and non-public uses (location and use)
 - _____ Base Flood Elevation (if present on property)
 - _____ Landscape and trails plan
 - _____ Other information required by PBZ Department (including but not limited to traffic study, etc.)
- _____ Certificates and Signature Blocks, as appropriate
 - _____ Surveyor
 - _____ Certification of owner(s) signature before a notary public
 - _____ Township Highway Commissioner
 - _____ County Engineer
 - _____ Illinois Department of Transportation (if applicable)
 - _____ Registered Professional Engineer
 - _____ Kendall County Clerk regarding payment of taxes and special assessments
 - _____ Easement provisions to appropriate public utilities
 - _____ City or Village Planning Commission (if within 1.5 miles)
 - _____ City or Village Board or Council (if within 1.5 miles)
 - _____ Platting and Zoning Advisory Committee

- _____ Plat Officer
- _____ Kendall County Board
- _____ Kendall County Board
- _____ Kendall County Recorder
- _____ Kendall County health Department and required declarations and notices
- _____ Notice of Land-Cash Fees
- _____ Agricultural Declaration ("Right to Farm" Clause)
- _____ All other certificates & notices required by the State of Illinois including declaration of school district
- _____ **3** set of final engineering drawings & specifications stamped by a certified engineer – In compliance with Section – Design Standards of the Subdivision Control Ordinance as well as engineers' estimate of probable cost for public improvements
- _____ Stormwater Permit application with engineering review fee deposit and certification as well as engineers' estimate of probable cost for erosion control, maintenance, and earth work.
- _____ **3** copies of Draft of HOA Covenants, SSA Ordinances, Development Agreements, & other supporting documents as applicable (open space easements/protective covenants, etc). (One copy must be submitted on either CD or emailed to PBZ Dept. in PDF format)
- _____ Open Space Monitoring & Maintenance Plans

THE FOLLOWING ITEMS MUST BE SUBMITTED PRIOR TO THE REGIONAL PLAN COMMISSION MEETING:

- _____ Copy of Letter of Notification (staff will help put together)
- _____ Proof of publication 15 to 30 days before the public hearing
- _____ Proof of notification to recipients (i.e. green or white receipts)
- _____ List of notice recipients (Within 500' excluding existing road R.O.W. if property is zoned as A-1 Agricultural, surrounding properties if existing zoning is other than A-1)

NOTE: PRIOR TO BEING PLACED ON THE REGIONAL PLAN COMMISSION AGENDA, THE PETITION MUST BE HEARD AND DISCUSSED BY THE AFFECTED TOWNSHIP AND MUNICIPALITY AT THEIR RESPECTIVE BOARD MEETINGS.



DEPARTMENT OF PLANNING, BUILDING & ZONING

807 West John Street • Yorkville, IL • 60560
(630) 553-4141 Fax (630) 553-4179

ZONING APPLICATION FEES

MAP AMENDMENTS

Any amount of acreage \$500.00

SPECIAL USE PERMITS, PLANNED UNIT DEVELOPMENTS/ RESIDENTIAL PLANNED DEVELOPMENTS AND MAJOR AMENDMENTS TO SPECIAL USES

The following fees include a processing fee, a fee for recording the special use in the recorder's office for 10 pages and a cost for the Zoning Board of Appeals at a rate of \$350.00 shall be imposed on ALL Special Uses

All acreage zoned as A-1	\$1,155
All Other Zoning Districts	
0.0-5.00 acres	\$1,155
5.01-10.00 acres	\$1,905
10.01-50.00 acres	\$2,255 + \$50/acre or part thereof over 10 acres
50.01-100.00 acres	\$4,755 + \$35/acre or part thereof over 50 acres
100.01-500.00 acres	\$6,505 + \$20/acre or part thereof over 100 acres
500.01+	\$14,505 + \$15/acre or part thereof over 500 acres

MINOR AMENDMENT TO SPECIAL USE *(includes a processing fee and a fee for recording the minor amendment to the special use in the recorder's office)*

Any amount of acreage \$150.00

VARIANCE *(includes a processing fee and a fee for recording the variance in the recorder's office)*

As part of Special Use \$100

Not part of Special Use \$475 for first Variance Request of petition and \$50 for each additional request to be included in the same petition

ADMINISTRATIVE VARIANCE *(includes a processing fee and a fee for recording the minor amendment to the special use in the recorder's office)*

Any amount of acreage \$150.00

PRELIMINARY PLAT

Residential \$1,000.00 + \$50.00/acre or part of an acre
Other \$1,000.00 + \$100.00/acre or part of an acre

FINAL PLAT

All Final Plats \$50.00/acre or part of an acre (\$500.00 minimum)

OTHER PLAT (Vacation, Dedication, etc.)

All Other Plat Actions \$50.00/acre or part of an acre (\$500.00 minimum)

ADMINISTRATIVE APPEAL \$1,000.00¹

TEXT AMENDMENT \$500.00

SITE PLAN REVIEW \$375.00

CONDITIONAL USE \$100.00

TEMPORARY USES \$100.00

No waiver and no refund shall be made for any fee paid pursuant to this Ordinance without the approval of the Planning Building and Zoning Committee of the County Board

All fees for actions or activities by Kendall County or the Kendall County Forest Preserve District are hereby waived and all fees for non-profit organizations shall be charged half of the normal fees for zoning petitions; provided they show proof of non-profit status and that the permit be used only by the organizations itself*

¹In the event that ruling by the Zoning Board of Appeals favors the appealing party, the submitted fee for an administrative appeal shall be refunded to the applicant.

The deposit fee for renting the 2012 National Rifle Association Range Source Book can be found in Section 26-1(c) of the Kendall County Code.

ZONING FEES ESTABLISHED BY KENDALL COUNTY ORDINANCE EFFECTIVE 12/17/2019

KENDALL COUNTY
DISCLOSURE OF BENEFICIARIES FORM

1. Applicant _____
Address _____
City _____ State _____ Zip _____

2. Nature of Benefit Sought _____

3. Nature of Applicant: (Please check one)
☐ Natural Person (a)
☐ Corporation (b)
☐ Land Trust/Trustee(c)
☐ Trust/Trustee (d)
☐ Partnership (e)
☐ Joint Venture (f)

4. If applicant is an entity other than described in Section 3, briefly state the nature and characteristics of the applicant:

5. If your answer to Section 3 you have checked letter b, c, d, e, or f, identify by name and address each person or entity who is a 5% shareholder in case of a corporation, a beneficiary in the case of a trust or land trust, a joint venture in the case of a joint venture, or who otherwise has proprietary interest, interest in profits and losses or right to control such entity:

NAME	ADDRESS	INTEREST
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. Name, address, and capacity of person making this disclosure on behalf of the applicant:

VERIFICATION

I, _____, being first duly sworn under oath that I am the person making this disclosure on behalf of the applicant, that I am duly authorized to make the disclosure, that I have read the above and foregoing Disclosure of Beneficiaries, and that the statements contained therein are true in both substance and fact.

Subscribed and sworn to before me this _____ day of _____, A.D. _____

(seal)

Notary Public



**Kendall County Health Department
Environmental Health Unit
811 W. John Street, Yorkville, IL 60560
(630)553-9100**

A Developer's Guidance Document – Planning Subdivisions Utilizing Onsite Wastewater Disposal (i.e. Septic Systems)

The Kendall County Health Department, Environmental Health Unit, in response to suggestions from developers and members of the platting, zoning and planning communities, has developed the following guidance document. This is an attempt to assist subdivision developers with the task of reasonably ascertaining that each lot of a proposed subdivision will be able to support the installation and subsequent use of an approved private sewage disposal system as defined in the Illinois Private Sewage Disposal Licensing Act and Code, and a potable water well as defined in the Illinois Water Well Construction Code.

The hope is that this information is used by developers in the concept planning phase to develop a general sense as to how much septic area (unencumbered, useable soil) might be required on individual lots throughout different regions of the proposed development for the proper installation and safe operation of onsite wastewater disposal systems. At the root of the planning process and a focus of this guidance document is the soil test.

Gathering Information

Site and soil information plays a vital role in determining the feasibility of a parcel of land to accommodate the proper installation and safe operation of onsite wastewater treatment and disposal systems, and onsite potable water supplies. As part of the initial site investigation, the developer is required to have performed a broadcast soil testing of the subject parcel with wastewater treatment and disposal in mind. This testing is to be performed by a state licensed soil scientist, and involves the scientific analysis of soil borings (or pits) excavated to a depth of 60" across a 200' grid (a broad and general representation of the entire parcel); the final product being a collection of soil reports prepared by the soil scientist. Ideally, this soil information will drive the design of the subdivision.

Every soil report is the soil scientist's interpretation of the individual soil borings taken throughout the proposed subdivision. Within each report one would see the different soil horizons broken down and interpreted along with other important features of a particular soil boring (i.e. the presence of bedrock, water tables, dense clay layers, etc.).

Each soil horizon is categorized by a "design group" and/or a "loading rate". Either category may be used to predict soil permeability. Soil design groups are expressed in roman numerals I-XII. As the number increases, the soil becomes less permeable, therefore requiring a larger septic field. A soil design group of XII is considered unsuitable for subsurface disposal of effluent (as is the design group I). Conversely, as a septic loading rate number decreases, the soil becomes less permeable, therefore requiring a larger field area. Please note that the soil design group and the loading rate are inversely related. As the soil design group number rises the loading rate for the particular hole falls.

The Kendall County Health Department reads each soil report on the premise of the worst case scenario (least permeable) soil profile down to a minimum of 42" below grade. This soil design group or loading rate number is then considered to represent the soil boring. The Department then attempts to identify soil trends throughout the subdivision to help determine the predominant soil types by which we make our recommendations.

Applying the Information

County and State code provides for the sizing of onsite wastewater treatment and disposal systems (septic systems) based on the combination of soil permeability and the number of bedrooms in a home for each given lot. According to code, a single bedroom is estimated to generate 200 gallons of wastewater per day (gpd). Therefore, a 3 bedroom home will generate an estimated 600 gallons per day (3 bedrooms x 200 gpd), whereas a 4 bedroom home will generate an estimated 800 gallons per day (4 bedrooms x 200 gpd). If larger homes will be permitted in the proposed subdivision, it is important to remember that the septic systems will also need to be increased in size in order to compensate for the potential increase in wastewater volume.

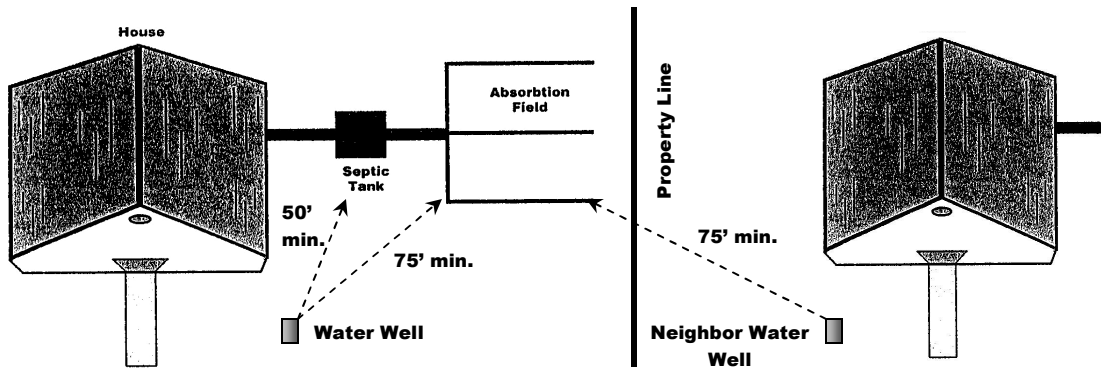
The following chart represents the average amount of combined space used for a primary septic system and secondary leach field utilizing a **conventional, non-mechanical septic tank and a standard gravel drain field**. These figures have been calculated for 3, 4, or 5 bedroom homes and contain a 10% "insurance factor".

SOIL DESIGN GROUP/ LOADING RATE	AVERAGE LAND SPACE RECOMMENDED*		
	3 BEDROOMS	4 BEDROOMS	5 BEDROOMS
XI / 0.27	20,000 ft ²	22,000 ft ²	24,000 ft ²
X / 0.40	13,513 ft ²	14,864 ft ²	16,216 ft ²
IX / 0.45	12,027 ft ²	13,229 ft ²	14,432 ft ²
VIII / 0.52	10,405 ft ²	11,356 ft ²	12,486 ft ²
VII / 0.62	8,783 ft ²	9,662 ft ²	10,541 ft ²
VI , 0.69	7,838 ft ²	8,621 ft ²	9,405 ft ²
V / 0.75	7,162 ft ²	7,878 ft ²	8,595 ft ²
IV / 0.84	6,486 ft ²	7,135 ft ²	7,784 ft ²

**Note: "Average Land Space" is not to be considered as lot size, but the area potentially necessary to accommodate a conventional septic system, with room for future expansion - under ideal conditions.*

Although the Department considers one design group or loading rate number to represent each boring, it is important to note that other factors may influence the proper installation and safe operation of individual septic systems.

If larger homes, swimming pools, tennis courts or outbuildings, etc. are anticipated to be constructed, or if trees would interfere with installation of an on-site sewage disposal system, larger lots might be recommended to assure ample, useable soil area. It is also important to consider that a 75 foot radius must be maintained between the well and any subsurface seepage field (including those wells established on neighboring lots). The private water well alone has the potential to take up to 17,663 ft² of lot space (based on the requirement to maintain prescribed setback distances from the components of septic systems), further shrinking the available space necessary to accommodate a primary and secondary septic field area. See the illustration below.



Caution: The septic field areas (or “envelopes”) must be protected at all times from construction traffic and building materials – including soil spoilage.

Driving heavy construction equipment or piling excavated soil over the proposed septic field location can have detrimental and lasting effects on the permeability of the soil. It is the owner’s responsibility to insure that the septic field area is roped off to protect it from this construction activity. Therefore, small lot sizes with roped-off septic areas can potentially limit the mobility of equipment during the construction of the new home making it more difficult to complete some aspects of the home building project.

Special Considerations

The required area for a septic system may be reduced by using different septic system materials or components (i.e. chamber leach line systems, aerobic treatment units, raised filter beds, etc.). Although this may be the case, this Department wants to stress that, due to other lot constraints not considered in the generation of this data, septic systems on many lots may require more area than anticipated at the preliminary stages of planning the development.

A recommendation for larger lot sizes might be made when certain site conditions indicate the need to do so. Site conditions that could negatively impact the proper installation and safe operation of a septic system (dictating the need for additional septic area and/or the use of expensive, “alternative” septic systems), include but are not limited to:

- Shallow ground water or an observed groundwater table. Will there be a need for lot owners to install a curtain drain to lower the water table, and if so, how and where will the clear water be discharged? Are above grade systems an option (i.e. mounds or raised filter bed systems)?
- Lot topography (i.e., slope). Must the effluent be pumped under pressure to any part of the distribution system? Is only a small part of a lot suitable for a subsurface field?
- Proximity to flood plains, water sheds, and storm water retention ponds.
- Accessory structures. Some not only take up useable septic area, but have setback zones around them that must be kept free from any septic component (i.e. in-ground pools).
- The presence of shallow bedrock (less than 4’ from grade). This feature can eliminate the ability to perform subsurface disposal of wastewater effluent. Could above grade systems be an option?
- Heavily wooded areas. Ideally, a septic system should be installed in an area free from trees.
- Will homes in the subdivision be permitted to have garbage grinders? If so, an extra septic tank will be required and the septic field will need to be increased in size by 25% in order to meet state and county code.

- Will hot tubs (not whirlpool bathtubs) be permitted? If so, the system will need to be increased in size to accommodate the additional flow from the tub on a daily basis.

Please be aware that individual wells and septic are not the only method of water supply and waste disposal. There may be advantages to using a community well and/or septic system. (Contact the Health Department for more information).

A Word of Advice: The preliminary soil test information gathered at this early stage of the subdivision planning is really just preliminary data (recall that soil boring or pits are excavated and analyzed on a 200' grid stretched across the undivided parcel). It is not until the subdivision has been platted and recorded, a lot sold and an individual permit to construct a septic system is applied for, that more intensive soil testing takes place. When a septic system is proposed to be installed on an individual lot, three soil borings are taken in the area of the proposed septic field. The results from these more localized soil tests sometimes provide soil data different than that provided by nearby preliminary soil borings. Soil type can change dramatically over the course of just ten feet. Since lot-by-lot soil testing will not be performed until well after lot sizes have been established and the parcel subdivided and platted, it is imperative that any and all factors with the potential to negatively impact septic systems and water wells be given careful consideration, fully investigated and addressed accordingly.

The Disclaimer

Please note that the information presented in this handout is general in nature and is to serve as a guidance document. Only after detailed information concerning individual lot conditions and homeowner preferences is gathered and properly assessed, can a septic system be accurately designed to serve a particular home and lot. There is great potential for a septic system to require more or less space than indicated in this document. This Department strongly recommends keeping lots as large as possible to insure that any and all obstacles to wastewater disposal that arise at the time of individual lot development be easily overcome.

Also, please be informed that septic system performance is directly related to unalterable site conditions (i.e. virgin soil type, tree cover, slope), individual system design and the care that these systems receive. If a site is not suitable for a septic system, the site limitations must be designed around. *The more complex a septic system becomes, the more maintenance that is required to keep it functioning and the greater the chance for breakdown.* We have found that many homeowners new to Kendall County come from communities on public sewer and therefore may not know how to best care for a septic system. This only increases the potential for multiple septic failures in a community, thereby causing surfacing sewage, noxious odors, and possible ground and surface water contamination within a subdivision. Therefore, giving full attention early in the subdivision planning process to the intricacies involved in planning and providing for the proper installation and safe operation of onsite wastewater treatment and disposal systems is essential. This will insure that, down the road, each individual lot in a platted subdivision will be given an opportunity to reasonably and affordably accommodate a septic system and water well without negative public health and environmental impacts.

For questions or further information on the topic of planning and platting subdivisions intended to utilize onsite wastewater treatment and disposal, please feel free to call the Health Department at (630)553-9100 ext. 8026



KENDALL COUNTY HEALTH DEPARTMENT
811 W. JOHN ST., YORKVILLE, IL 60560
(630) 553-8026 PHONE
(630) 553-9603 FAX
www.kendallhealth.org

FOR OFFICE USE ONLY

PB&Z PETITION# _____

PAYMENT \$_____ CASH ☐ CREDIT ☐ CHECK# _____ INVOICE # _____

PLAT PLAN REVIEW APPLICATION

SUBDIVISION PLAT REVIEW FEE \$50.00 PER LOT

PROJECT INFORMATION:

PROJECT NAME _____ UNIT/PHASE # _____ # OF LOTS _____ TOTAL ACREAGE _____

TOWNSHIP _____ ASSESSOR'S ID #/PIN # _____

PROJECT LOCATION/ADDRESS _____

PRIMARY PROJECT CONTACT:

NAME _____ PHONE _____

MAILING ADDRESS _____ CITY/STATE/ZIP _____

EMAIL _____

APPLICANT(S) / INTERESTED PARTIES:

1. NAME _____ PHONE _____

MAILING ADDRESS _____ CITY/STATE/ZIP _____

EMAIL _____

CO-APPLICANT(S) / INTERESTED PARTIES

2. NAME _____ PHONE _____

MAILING ADDRESS _____ CITY/STATE/ZIP _____

EMAIL _____

3. NAME _____ PHONE _____

MAILING ADDRESS _____ CITY/STATE/ZIP _____

EMAIL _____

AGENT/ATTORNEY FOR THE APPLICANT(S)/INTERESTED PARTIES:

NAME _____ PHONE _____

MAILING ADDRESS _____ CITY/STATE/ZIP _____

EMAIL _____

SIGNATURES:

I CERTIFY THAT THE INFORMATION AND EXHIBITS SUBMITTED ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT I AM TO FILE THIS APPLICATION ON BEHALF OF THE APPLICANT(S)/INTERESTED PARTIES. ANY SIGNATURES BELOW REPRESENT ALL INTERESTS AND HAVE FULL LEGAL CAPACITY TO AND HEREBY DO AUTHORIZE THE FILING OF THIS APPLICATION.

1. APPLICANT _____ DATE _____

2. CO-APPLICANT _____ DATE _____

3. CO-APPLICANT _____ DATE _____

SUBDIVISION PLAT PLAN REVIEW REQUIREMENTS

THE KENDALL COUNTY HEALTH DEPARTMENT (KCHD), ENVIRONMENTAL HEALTH DIVISION PLAT APPROVAL OF A SUBDIVISION PROPOSING TO UTILIZE AN ON-SITE WATER SUPPLY AND/OR WASTEWATER TREATMENT SYSTEM IS CONTINGENT UPON THE REVIEW AND APPROVAL OF THE FOLLOWING MATERIALS AND INFORMATION AS SUBMITTED BY A PROFESSIONAL ENGINEER, ARCHITECT, OR SURVEYOR:

CONCEPT PLAN STAGE:

- ☐ Natural Resources Inventory (NRI) Report, obtained from the Kendall County Soil and Water Conservation District, showing the location of the property in question and the types of soils found on that property.
 - ☐ Concept plan showing proposed subdivision of site into individual lots, dimensions of the lots, portion of lots subject to setback, floodplain elevations and easement requirements.
 - ☐ Information on past and present use of site, existing vegetation, trees, etc.
-

PRELIMINARY PLAN STAGE:

- ☐ Submittal of a KCHD Plat Plan Review Application form and associated review fee of \$50 per lot.
- ☐ Detailed soil map and the logs of each soil series mapped on the site shall be prepared by a soil classifier and submitter with the report.
- ☐ Subdivision map depicting the soil types present by their corresponding boundaries. Mapping is to be coordinated with site topography depicted at one (1) or two (2) foot contour intervals at a minimum and using a 1" = 100' scale.
- ☐ Map depicting areas of seasonal high ground water, limiting permeability, bedrock or other limiting layers as determined by the soil classifiers observations of the soil characteristics. Boundaries of the following areas shall be defined and depicted on the soil map:

1.	Seasonal high groundwater or other limiting layers at less than 12"
2.	Seasonal high groundwater or other limiting layers at 12" to 30"
3.	Seasonal high groundwater or other limiting layers at 30" to 48"
4.	Seasonal high groundwater or other limiting layers at 48" to 60"
5.	Seasonal high groundwater or other limiting layers greater than 60"

- ☐ Proposed well and septic envelopes on each lot within the subdivision. Septic envelopes shall be sized in conformance with the requirements set forth in the Kendall County Subdivision Control Ordinance.
-

NOTE: Construction envelopes positioned over one or more of the declared unsuitable soil types, as defined in the Kendall County Subdivision Control Ordinance, may require the installation of an alternative septic system. Therefore, lots positioned over these soils are required to be called out on the Final Plat in a manner that provides future lot owners advance notification of potential existence of lot limitations and the potential need to install a non-conventional onsite sewage disposal system. It is strongly recommended that lots are not placed in these areas.

STORMWATER MANAGEMENT PERMIT

PERMIT APPLICATION # _____

Conformance with all Federal, State, and County Regulations is required. Applicants are encouraged to read the Stormwater Management Ordinance division of the Kendall County Code and consider a pre-application meeting with Department staff prior to submittal. See attached highlights of regulations.

Property: Name _____

Owner Address _____

Phone _____

Agent: Name _____

Address _____

Phone _____

Site: Address or Location _____

Tax Parcel # _____

Zoning/Land Use/Acres _____

Proposed Development:

Attachments: Plat _____ Construction Plans _____

Soils _____ Landscaping _____

Grading _____ Phasing _____

Other _____

Fees \$ _____ Processing Fee (\$50.00)

\$ _____ Engineering Review Deposit (\$2,500.00 or 2% of estimated cost of the proposed improvements, whichever is greater. A \$3,500.00 Construction Inspection Services Fee and General Consultation Fee Might Be Required as the Project Progresses)

TOTAL \$ _____ One check is acceptable made out to the Kendall County Treasurer

Staff will contact Applicant regarding schedule and reviews.

I hereby certify that the information on this application, on the documents attached, and on other submittals made during the review process is true and correct; that I am authorized to file this application; and that I agree to conform to all requirements set forth by the County and all conditions of the Kendall County Code related to stormwater management. I understand that by signing this form, that the property in question may be visited by County Staff and County Engineers throughout the permit and construction process. I also understand that I am responsible for all costs associated with this application. The applicant attests that they are free of debt or current on all debts owed to Kendall County as of the application date.

Owner's Signature (Including Middle Initial) _____ Date _____

Agent's Signature (Including Middle Initial) _____ Date _____

Kendall County Planning, Building, & Zoning Department

807 West John Street

Yorkville, Illinois 60560

Phone: (630) 553-4139, Fax (630) 553-4179

www.kendallcountyil.gov



DEPARTMENT OF PLANNING, BUILDING & ZONING

807 West John Street • Yorkville, IL • 60560
(630) 553-4141 Fax (630) 553-4179

ENGINEERING CONSULTANT FEES

I, _____ understand that Kendall County uses the services of a
Applicant Name

consultant for engineering reviews and inspections and that I will be responsible for
payment of services on _____ project. I authorize the consulting
Project Name
services to proceed.

IF THIS IS **NOT** PART OF A BUILDING PERMIT APPLICATION, PLEASE CHECK THE BOX
AND COMPLETE THIS SECTION:

I hereby submit a deposit of _____ payable to the **Kendall County Treasurer**
\$ Amount

to be used by Kendall County to reimburse consultant for charges invoiced for work
done in the review, approval and inspection of the proposed improvements.

I understand that if the deposit is depleted that I may be required to replenish the
deposit to have work proceed.

I further understand that Kendall County will not issue a Building Permit or a Certificate
of Occupancy as the case may be until I provide payment or proof of payment for the
engineering services.

Signature of Applicant: _____ Date: _____

STORMWATER MANAGEMENT REVIEW – ENGINEERING

Kendall County requires the engineering review of “development” to determine compliance with County regulations including the following portions of the Kendall County Code:

- [Countywide Stormwater Ordinance](#) (Includes Soil Erosion Control & Floodplain Protection)
- [Subdivision Control Ordinance](#)
- [Zoning Ordinance](#)

These portions of the Kendall County Code can be viewed online at https://library.municode.com/il/kendall_county/codes/code_of_ordinances or purchased at the Planning, Building, and Zoning Office. For further information, please contact PBZ Staff.

Development is broadly defined as any activity that has potential for adverse effect on adjacent properties due to changes in stormwater runoff. A permit may be needed for some activities that do not require a land use, subdivision or zoning petition. Please check with the County Planning Building & Zoning Office (630-553-4139) prior to any significant grading or filling on your property.

The consulting firm of WBK Engineering assists the County with the review of engineering plans submitted by developers. WBK is a multi-disciplinary, full-service civil and environmental engineering and consulting firm. Their Project Manager assigned to Kendall County is:

Greg Chismark, P.E.
WBK Engineering
116 West Main Street, Suite 201
St. Charles, IL 60174
Phone: 630-443-7755
Email: GChismark@bodwegroup.com

WBK charges fees for their review and consultation services. The applicant/developer will be expected to open an escrow account with Kendall County at the time of application. WBK's fees are in addition to the application fee charged by the County. Fees vary by project considering each project has different potential impacts and each development plan is different. If there is any question on fees, please contact the County Planning, Building, and Zoning Office (630-553-4139).

HIGHLIGHTS OF STORMWATER MANAGEMENT REGULATIONS

AUTHORITY: The County has statutory authority to regulate stormwater management and governing the location, width, course, and release rate of all stormwater runoff channels, streams and basins in the County.

OBJECTIVES: To protect upstream and downstream land owners from adverse impact of development activities. These impacts relate to stormwater quantity (flooding), soil erosion control, and floodplain and wetland protection.

EXEMPTIONS & LIMITATIONS: Most farming activities outside the floodplain and wetlands are exempt from the ordinance. A farming activity that results in a total of more than 43,560 square feet of impervious surfaces (old & new) will require a permit. Many projects, such as ponds, berms, shore stabilization where more than 43,500 square feet of ground is disturbed or three feet of fill is placed, require a Stormwater Management Permit. Some exceptions include driveways, some swimming pools, utilities, and public roadway projects.

PROCEDURES: The owner should do their best to read and understand the requirements of the regulations prior to contacting the County and preparing an application. If the project involves impacts to floodplain or wetlands, it may be necessary to seek guidance from a design professional. We encourage early communication to help determine permit requirements. A pre-application meeting is encouraged. In order for the meeting to be as productive as possible, we recommend you bring a draft application, the engineering consultants fee deposit form, along with **two** copies of a concept grading plans that includes at a minimum, a location map, the extent of disturbance and a description of the change in ground elevation proposed. We recommend the applicant utilize the County GIS data in preparing initial project concepts. County Staff and WBK will determine if additional data is needed and whether other agency permits/consultation is required.



DEPARTMENT OF PLANNING, BUILDING & ZONING

807 West John Street

Yorkville, IL 60560

Phone (630) 553-4139

Fax (630) 553-4179

STORMWATER MANAGEMENT PERMIT

IF YOUR PROJECT...	THEN YOU NEED A STORMWATER MANAGEMENT PERMIT
Any development or a substantial improvement located in the regulatory floodplain or wetland or there is a regulatory floodplain or wetland within the property boundary.	
Any land disturbing activity to be performed in a water course or water body or crossing a water course or waterbody.	
Any fill that will exceed three (3) feet in vertical height at its highest point measured from the natural ground surface.	
Any land disturbing activity requiring a site runoff storage facility (stormwater detention).	
Any development that disturbs more than 43,500 square feet of ground cover, <u>unless</u> the development solely involves one or more of the following:	
a. Installation, renovation, or replacement of a septic system, potable water service line, or other utility to serve an existing structure	
b. Maintenance, repair, or at grade replacement of: Existing lawn, Garden or cultivated areas or Residential Driveway	
c. Maintenance of an existing stormwater facility, not requiring other state or federal permits or approvals	
d. Excavation below final grade for tanks, vaults, tunnels, swimming pools, cellars, or for basements and/or footings of a single-family residence and appurtenant structures on a site that is part of an engineered and final platted subdivision or for which a building permit has been issued by the permitting authority, unless the site would otherwise require a Stormwater Management Permit	
e. Public roadway or bridge projects; consisting of improvement to an existing public roadway or public bridge sponsored by a public roadway agency and contracted as a public bid project	

The following activities shall be EXEMPT and shall not require a stormwater management permit:

<ul style="list-style-type: none"> Tilling of soil for fire protection purposes
<ul style="list-style-type: none"> Engaging in the following only if in connection with a farming or other agricultural or conservation enterprise, purpose, or use and only if there is no placement of fill within a floodplain: <ul style="list-style-type: none"> a. Construction of sod waterways b. Construction of terraces c. Construction of surface water diversions (but not across watershed boundaries) d. Construction of grade stabilization berms or systems e. Tilling of the soil f. The implementation of conservation measures included in a farm conservation plan approved by the Kendall County Soil and Water Conservation District
<ul style="list-style-type: none"> Agricultural use of land and development on un-platted residentially zoned property larger than three acres provided the total impervious area is less than or equal to 43,560 square feet and no structure(s) or any substantial improvement to a building is within a floodplain

ALL DEVELOPMENT SHALL SECURE ALL FEDERAL, STATE, REGIONAL AND LOCAL APPROVALS, INCLUDING, WITHOUT LIMITATION, AN IDNR-OWR FLOODWAY/FLOODPLAIN CONSTRUCTION PERMIT, A USACOE PERMIT AND AN IDNR-OWR DAM SAFETY PERMIT IF REQUIRED, MEETING ALL FEDERAL, STATE, REGIONAL AND LOCAL APPROVALS PRIOR TO THE ISSUANCE OF A STORMWATER MANAGEMENT PERMIT FOR PROPOSED WORK AND AREAS OF A SITE REQUIRING SUCH OTHER APPROVALS.

Table 16-174 Required Submittals (Refer to Sections Listed for Specific Material)

	Section Number/ Description						
	16-174(c)	16-174(d)	16-174(e)	16-174(f)	16-174(g)	16-174(h)	16-174(i)
	Application & Project Overview Plan	Erosion Control Plan Set Submittal	Engineering Plan Set Submittal	Stormwater Submittal	Floodplain Submittal	Performance Security	Maintenance Schedule & Funding
All Development Requiring a Permit	X	X					X
All Development Requiring Detention/Retention	X	X	X	X		X	X
All Development Requiring a Permit > 20 acres	X	X	X	X		X	X
All Developments on Sites with Floodplains	X	X	X		X	X	X
All Applications Requesting Variances	X	X	X	X	If on site	X	X

PUBLIC NOTICE
KENDALL COUNTY
****KENDALL COUNTY REGIONAL PLANNING COMMISSION****

Notice is hereby given that the Kendall County Regional Planning Commission will hold a public meeting on _____ at 7:00 p.m. at the Kendall County Historic Court House at 110 West Madison Street, Yorkville, IL.
(Day, Date, Year)

The purpose of this meeting is to consider comments and make a determination regarding Petition # _____ is/are seeking to
(Application #) (Name(s) of Applicant)

(Description of request.)

The property is located at _____, and
(Address or physical location.)

is legally described in Exhibit "A" attached. **(ATTACH LEGAL DESCRIPTION ON SEPARATE PAGE)** Petition # _____ and related documents may be reviewed at the Planning, Building and Zoning Department, 807 West John Street, Yorkville, IL 60560. Questions can be directed to the same Department. Telephone (630) 553-4139. Fax (630) 553-4179. All interested persons may attend and be heard. Written comments should be directed to the Department but shall only be entered as part of the record at the discretion of the Kendall County Regional Planning Commission.

Name(s) of Applicant

KENDALL COUNTY TIMETABLE 2025 FOR FINAL PLATS

Note: All documentation requirements are due to PBZ no later than the publication deadline

Application Deadline	ZPAC	Kendall County Regional Plan Commission PUBLICATION		Deadline to submit proof of publication to PBZ Dept.**	KCRPC	PBZ	CB
By 4:30 p.m.	(9:00 A.M.)	<i>BEGIN</i>	<i>END</i>		(7:00 P.M.)	(6:30 P.M.)	(9:00 A.M.)
11/08/24	12/03/24	11/11/24	11/26/24	12/04/24	12/11/24	01/13/25	01/21/25
12/24/24	01/07/25	12/23/24	01/07/25	01/15/25	01/22/25	02/10/25	02/18/25
01/21/25	02/04/25	01/27/25	02/11/25	02/19/25	02/26/25	03/10/25	03/18/25
02/18/25	03/04/25	02/24/25	03/11/25	03/19/25	03/26/25	04/07/25	04/15/25
03/18/25	04/01/25	03/31/25	04/08/25	04/16/25	04/23/25	05/12/25	05/20/25
04/22/25	05/06/25	04/28/25	05/13/25	05/21/25	05/28/25	06/09/25	06/17/25
05/20/25	06/03/25	05/26/25	06/10/25	06/18/25	06/25/25	07/07/25	07/15/25
06/17/25	07/01/25	06/23/25	07/08/25	07/16/25	07/23/25	08/11/25	08/19/25
07/22/25	08/05/25	07/28/25	08/12/25	08/20/25	08/27/25	09/08/25	09/16/25
08/19/25	09/02/25	08/25/25	09/09/25	09/17/25	09/24/25	10/13/25	10/21/25
09/23/25	10/07/25	09/22/25	10/07/25	10/15/25	10/22/25	11/10/25	11/18/25
10/21/25	11/04/25	11/10/25	11/25/25	12/03/25	12/10/25	01/12/26	01/20/26
11/07/25	12/02/25	11/10/25	11/25/25	12/03/25	12/10/25	01/12/26	01/20/26

TIMELINE IS SUBJECT TO CHANGE-REVIEW BY TOWNSHIPS, MUNICIPALITIES AND ADVISORY BOARDS COULD DELAY THE ADOPTION PROCESS

**** Petitioners must adhere to KCRPC publication timeframe as listed. All notifications must be given to property owners and published in the newspaper no earlier than the "begin" date listed and no later than the "end" date listed for the appropriate KCRPC meeting. Notices submitted to the paper for publication must also include the legal description of the property that is the subject of the hearing. The "Kendall County Record" and "Beacon News" are the preferred papers for publication of notices. The "Beacon News" is published daily. The Kendall County Record is a weekly publication issued each Thursday. Please check with each publication regarding publication deadlines. Notice sent to the "Record" for publication must be submitted no later than 5:00 PM on the Friday before the week in which the notice must be published to be included in the Thursday printing. For further information regarding the cost and deadlines related to each paper, contact the "Kendall County Record" at (630) 553-7034 (publicnotice@kendallcountynow.com) or the "Beacon News" (suburban.legal@tribpub.com)**