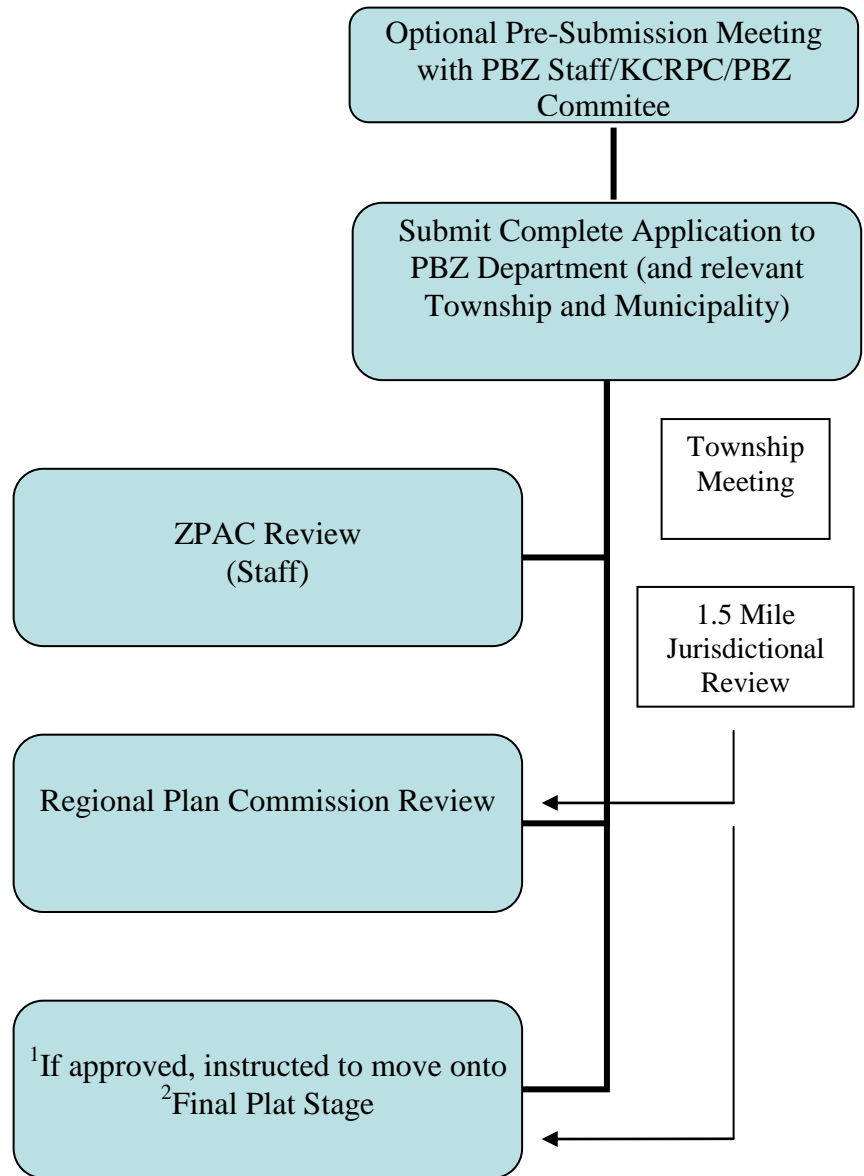


Kendall County Preliminary Plat Process



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 (Include 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 APPLICATION DATE.**

SIGNATURE OF APPLICANT

DATE

FEE PAID:\$ _____
CHECK #: _____

¹Primary Contact will receive all correspondence from County

²Engineering Contact will receive all correspondence from the County's Engineering Consultants



DEPARTMENT OF PLANNING, BUILDING & ZONING

807 West John Street • Yorkville, IL • 60560

(630) 553-4141 Fax (630) 553-4179

PRELIMINARY PLAT 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 <https://www.kendallhealth.org/wp-content/uploads/2018/08/Plat-Plan-Review-Application.pdf>)
- _____ Proof of Application to Soil and Water Conservation District for Natural Resource Inventory
- _____ Endangered Special Consultation Report if Zoned A-1 (<http://dnrecocat.state.il.us/ecopublic/>)
- _____ **3** initial copies of the Preliminary Plat for property involved showing the following items (more copies of the Preliminary 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.
- _____ Title (Subdivision Name), scale at 1"=100', north arrow, and unit number (if applicable)
- _____ "North Arrow" showing north at top of the drawing
- _____ Location (map by Section, Township, & Range)
- _____ Date of Drawing as well as dates of any and all revisions
- _____ Developer/owner (name, address, & contact information)
- _____ Designer/surveyor (name, address, & contact information)
- _____ Boundary lines (of the subdivision & referencing USLSC)
- _____ Utilities (on the property & adjacent property)
- _____ Easements, location width, and purpose (existing & proposed)
- _____ Streets and other rights-of-way (existing & proposed)
- _____ Lot lines, dimensions, and numbers
- _____ Setback lines for buildings
- _____ Proposed street names
- _____ Dedicated lands for public and non-public uses
- _____ Topography at 1 or 2 foot contours
- _____ Soil classifications
- _____ Surficial geology (if available)
- _____ Wooded areas and major vegetation on site and adjacent properties (if present)
- _____ Base Flood Elevation (if present on property)
- _____ Wetlands on property (if present)
- _____ Zoning classification of subject property and all adjacent properties
- _____ Names of adjacent property owners
- _____ Tree Survey

- _____ Site Data – as appropriate (on the plat or separate)
 - _____ Total acres
 - _____ Number of lots
 - _____ Lot sizes
 - _____ Number of acres designated for lots, open space, storm water detention, roads and easements, etc.
- _____ Phasing Schedule, if proposed
- _____ 3 sets of preliminary engineering drawings including, but not limited to:
 - _____ Natural drainage to, from and on the property
 - _____ Existing ground surface and proposed street grades
 - _____ Intent of surface drainage and detention (written statement)
 - _____ Typical street cross-sections
 - _____ Typical drainage cross-sections
 - _____ Plan for sewer, water & storm sewer or written statement setting forth general plan for such improvements and method to overcome particular problems
- _____ Engineering Consultants Fee Deposit Form
- _____ Additional Info or studies traffic studies; wetland delineation; as determined by PBZ Department (i.e. Traffic Studies, Tree Surveys, Wetland Delineation, Pedestrian Circulation Plan, etc.)

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.

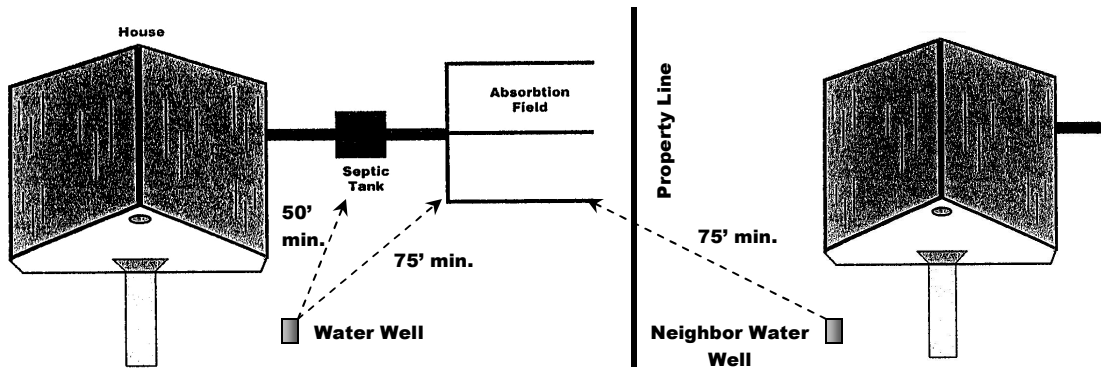
The following chart represents the average amount of combined space used for a primary septic system and secondary leach field utilizing a **conventional, non-mechanical septic tank and a standard gravel drain field**. These figures have been calculated for 3, 4, or 5 bedroom homes and contain a 10%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



**Kendall County Soil & Water
Conservation District**

7775A Route 47, Yorkville, Illinois 60560 • (630)553-5821 extension 3



www.kendallswcd.org

NATURAL RESOURCE INFORMATION (NRI) REPORT APPLICATION

Petitioner: _____ **Contact Person:** _____
Address: _____
City, State, Zip: _____
Phone Number: () _____ () _____
Email: _____

Please select: How would you like to receive a copy of the NRI Report? Email Mail

Site Location & Proposed Use

Township Name _____ **Township** _____ **N, Range** _____ **E, Section(s)** _____
Parcel Index Number(s) _____
Project or Subdivision Name _____ **Number of Acres** _____
Current Use of Site _____ **Proposed Use** _____
Proposed Number of Lots _____ **Proposed Number of Structures** _____
Proposed Water Supply _____ **Proposed type of Wastewater Treatment** _____
Proposed type of Storm Water Management _____

Type of Request

Change in Zoning from _____ to _____

Variance (Please describe fully on separate page)

Special Use Permit (Please describe fully on separate page)

Name of County or Municipality the request is being filed with: _____

In addition to this completed application form, please including the following to ensure proper processing:

Plat of Survey/Site Plan – showing location, legal description and property measurements

Concept Plan - showing the locations of proposed lots, buildings, roads, stormwater detention, open areas, etc.

If available: topography map, field tile map, copy of soil boring and/or wetland studies

NRI fee (Please make checks payable to Kendall County SWCD)

The NRI fees, as of July 1, 2010, are as follows:

Full Report: \$375.00 for five acres and under, plus \$18.00 per acre for each additional acre or any fraction thereof over five.

Executive Summary Report: \$300.00 (KCSWCD staff will determine when a summary or full report will be necessary.)

Fee for first five acres and under	\$ 375.00
_____ Additional Acres at \$18.00 each	\$ _____
Total NRI Fee	\$ _____

NOTE: Applications are due by the 1st of each month to be on that month's SWCD Board Meeting Agenda. Once a completed application is submitted, please allow 30 days for inspection, evaluation and processing of this report.

I (We) understand the filing of this application allows the authorized representative of the Kendall County Soil and Water Conservation District (SWCD) to visit and conduct an evaluation of the site described above. The completed NRI report expiration date will be 3 years after the date reported.

Petitioner or Authorized Agent

Date

This report will be issued on a nondiscriminatory basis without regard to race, color, religion, national origin, age, sex, handicap or marital status.

FOR OFFICE USE ONLY

NRI# _____ Date initially rec'd _____ Date all rec'd _____ Board Meeting _____
Fee Due \$ _____ Fee Paid \$ _____ Check # _____ Over/Under Payment _____ Refund Due _____

Welcome to **EcoCAT** - the **E**cological **C**ompliance **A**ssessment **T**ool

IMPORTANT INFORMATION FOR FIRST TIME USERS

- Your screen resolution must be set at **1024 x 768** or higher, and your browser window must be maximized. If not, you will not be able to use the MapTool.
- EcoCAT data entry must be completed within 20 minutes. If not, the information you have entered will be lost.
- You must complete all questions that are marked with an asterisk.
- To enter your project, you must have the County, Township, Range, and Section of its proposed location.
- EcoCAT generates a public record that is subject to disclosure under the Freedom of Information Act.
- If bookmarking this site, please bookmark THIS page, using this url: <https://dnr.illinois.gov/programs/ecocat.html>
- If you have questions or comments, send an e-mail to DNR.EcoCAT@illinois.gov

EcoCAT was developed to help state agencies, units of local government, and the public (as project proponents) initiate natural resource reviews for:

- [Illinois Endangered Species Protection Act](#) [520 ILCS 10/11(b)] and [Illinois Natural Areas Preservation Act](#) [525 ILCS 30/17] as set forth in procedures under [Title 17 Ill. Admin. Code Part 1075](#).
- [Interagency Wetland Policy Act of 1989](#) [20 ILCS 830] as set forth in procedures under [Title 17 Ill. Admin. Code Part 1090](#) when state agencies provide funding (including federal pass-through funding) or technical assistance.

These laws require state agencies and units of local governments to consider the potential adverse effects of proposed actions on Illinois endangered and threatened species and sites listed on the Illinois Natural Areas Inventory.

EcoCAT can also accept Information Requests for natural resource reviews that do not trigger government consultation. An information request **DOES NOT** fulfill the requirements of Part 1075 or 1090.

How EcoCAT Works

EcoCAT uses databases, Geographic Information System mapping, and a set of programmed decision rules to determine if your proposed action may be in the vicinity of protected natural resources. You receive a natural resource review report that either:

- Terminates consultation if no resources are in the vicinity; or
- Lists resources that may be in the vicinity and identifies the staff member who will review the action. After review, staff will either:
 - Terminate consultation because adverse effects are unlikely,
 - Request additional information, or
 - Recommend methods to minimize potential adverse effects.

A species may appear on the resource list more than once when it occurs in several locations within the project's vicinity. Also, many INAI Sites are Nature Preserves, Land and Water

Reserves, or Natural Heritage Landmarks. The sites may overlap, but the legal protections of each designation differ. Apart from Natural Areas, the boundaries of the other designations are based on property ownership and may extend beyond the location of the natural resources.

Keep in mind that “in the vicinity” does not necessarily mean “in the footprint” or that a resource will be adversely affected by the action. However, the potential is there and will be evaluated further. By the same token, because the resource buffers are very general, IDNR may evaluate resources located farther away if the proposed action or the life history requirements of a species warrant doing so.

The actual distribution of endangered and threatened species can never be known with certainty. Because some species are migratory, require very large territories, or are highly mobile, a natural resource review showing no protected resources does not guarantee that no T & E species are in the vicinity of a project. An EcoCAT review reflects the information existing in the Database at the time of this inquiry, and should not be regarded as a final statement on the site being considered, nor should it be a substitute for detailed site surveys or field surveys required for environmental assessments. If any protected resources are encountered during a project’s implementation, compliance with applicable statutes and regulations is required.

How to Use EcoCAT

Information that must be completed in EcoCAT is indicated with a red asterisk (*).

EcoCAT first asks a series of **General Information** questions. How you answer the questions ensures that your project receives the appropriate environmental review and is assigned to the correct staff member. If you do not answer all of the questions, the program will not allow you to proceed to the mapping tool. The questions, with explanations, are provided below.

Q1. Why are you submitting the project to EcoCAT?

- To initiate consultation with IDNR (*Title 17 Ill. Admin. Code Part 1075*) to determine potential impacts to Illinois Natural Area Inventory sites or state-listed threatened or endangered species.
- To obtain information on Illinois T&E species or INAI sites for **project planning**.
- To obtain information on Illinois T&E species or INAI sites for **federal agency** actions (including NEPA compliance).

If you select the 1st option you are fulfilling the consultation requirements of the Illinois Endangered Species Protection Act and the Illinois Natural Areas Preservation Act.

If you select the 2nd option, you are only requesting information, not consultation. The submittal is considered an ‘information request.’ The EcoCAT report will state whether or not state-protected resources may be in the vicinity and will list any that are. The project will not be assigned for review.

The 3rd option should only be selected by federal agencies that are required to seek comments from state fish & wildlife agencies before authorizing, funding, or performing a federal action. EcoCAT processes most of these submittals as information requests, not as consultations. Only submittals for FERC and USEDPA will be assigned to staff if resources are flagged.

If you select the 2nd or 3rd option, you will skip questions 2 and 3 on the General Information page and proceed directly to the Applicant Information page.

Q2. Indicate the government unit and type of action that has prompted consultation.

- **LOCAL GOVERNMENT**
 - Authorization (a unit of local government must issue a permit or other authorization)
 - Funding (a unit of local government will provide a grant, loan, or other direct support)
 - Performance (a unit of local government is performing the action, such as construction)
- **STATE AGENCY**
 - Authorization (a state agency must issue a permit or other authorization)
 - Funding (a state agency will provide a grant, loan, or other direct support)
 - Performance (a state agency is performing the action, such as construction)

Only one jurisdictional agency or government can be selected, even though multiple units of government may be involved. Note that consultation with IDNR is **NOT** an authorization. Select "IDNR" **ONLY** if IDNR is the agency issuing a permit, providing funding, or performing the proposed action.

If you choose **Local Government** you will be asked to identify the government, e.g. the City of Champaign, and to enter a local government contact name, address and phone number. There is also a box to check if the local government is a county highway or local roads department.

If you select **State Agency**, there will be a drop-down box for you to identify which agency and, if applicable, which bureau. You will also be asked to enter an agency contact name, address and phone number.

Information about the unit of government and the type of action required from that government ensures that the project receives the applicable review and is assigned to the appropriate staff.

Q3. Will state technical assistance or funding (including federal funding through a state agency) support the project?

- Yes
- No
- Don't Know

If you choose "Yes" or "Don't know," the project will be reviewed for wetland impacts to comply with the Interagency Wetland Policy Act of 1989 (IWPA). You will not receive technical assistance or funding without this review. Note: compliance with Sections 401 and 404 of the federal Clean Water Act does not assure compliance with the IWPA.

After you answer the three general information questions, you will move to the section on **Applicant Information**. First, you need to indicate the applicant category to which you belong:

- Non-governmental/Individual
- Local Government
- State Agency
- Federal Agency

The individual or organization submitting the project to EcoCAT is considered the Applicant. Required information includes applicant (your company, agency, etc.), and applicant address. Phone and fax numbers for the applicant are optional.

After you have submitted a project to EcoCAT for the first time, you can click the Lookup button to automatically fill in the applicant address. However, you must enter the applicant name exactly the same way each time. For example, if you previously entered "ABC Engineering Company", remember to enter the company name in an identical manner each time. If you enter "ABC Eng. Co." or "ABC Engineers" a new entry will be made and you will have to enter the address again.

The same is true for Contact Person. The first time you enter a project you will select:

- Add New Contact

Required information includes your name, phone number and e-mail address. Any communication from IDNR (such as requests for additional information or correspondence terminating consultation) will be directed to the Contact Person at the address listed for the Applicant or the phone number listed for the Contact Person. For subsequent submittals you can choose:

- Select Existing Contact

Click your name and the information you previously entered will automatically be entered in the form.

The section on **Project Information** asks you to provide a project name, a brief description of the project, and the project address. You can also enter a non-IDNR project number here (this number will display on the EcoCAT report along with the IDNR project number). This section also asks you to indicate if the project has been submitted to IDNR previously. If it has, you should enter that IDNR project number so staff can refer to the previous consultation.

Next is **Project Location**. First you select the County where the project will be located, then the **Section, Township, and Range** of the site – commonly referred to as "TRS". (The correct Meridian will come up automatically when you click the Meridian button.) You can find the TRS - also known as the Public Land Survey System (PLSS) information - on standard legal property descriptions, on USGS topographical maps, and in plat books.

You only need to enter one section number even if the project location lies in several sections. Once you have entered the TRS, click on "Go to Map Tool." When a map of the general location of the project appears, you can either zoom in or out to find the exact location of your project (instructions are on-screen). If the map doesn't appear or is very narrow, check your screen resolution. It must be set at 1024 x 768 or higher.

Click "Draw" to begin outlining the area of your project. If the project lies in more than one section, all the sections included in the polygon will be recorded automatically and listed on the EcoCAT report. When the project is correctly outlined, click "Submit."

EcoCAT will return a report for the project that lists any resources found in the area. If no resources are in the vicinity and you have requested consultation, the report will terminate consultation and you have completed the process. If the project was submitted for consultation and protected natural resources are identified in the area, EcoCAT will assign the project to IDNR staff for further review. In either instance, make sure you have a copy of the report. To do this, click the "Print Report" button on the left side of the screen. An Acrobat dialog box will appear from which you can print and/or save the report. If the dialog box does not open, turn off all pop-up blockers or enable popups for "dnrecocat.state.il.us".

Once you have a copy of your report, you can either click the "Exit EcoCAT" button or, if you have another project to submit, you can click the "Enter Another Project" button and start the process again without having to re-enter Applicant Information.

How do I submit a large, linear project?

A project area up to five miles (eight kilometers) can be submitted through EcoCAT. If your project is longer than five miles, you should break it up into five-mile segments and submit them as multiple projects. When you are in the mapping tool click the "zoom out" button at the top and then click the map until you are at the map scale needed to encompass the project area. Then click the EcoCAT button and draw a polygon around the project area.

How do I submit a project with multiple sites?

If the proposed action is similar at each site and the sites are within one-half mile, a single polygon can be drawn around the entire area and EcoCAT will treat it as one project. The results should not differ drastically from individually considering each site. If the proposed actions vary from site to site or if the sites are located a long distance from each other, you must submit multiple consultation requests.

Can I submit an action that requires a Clean Air Act permit?

New Source Review and Prevention of Significant Deterioration actions should still be submitted to the Department on an Agency Action Report. However, we encourage those seeking a permit for a major emission source to submit an Information Request during project planning.

What if more than one level of government or more than one agency is involved in a project?

A submission to EcoCAT can indicate only one jurisdictional Agency or Government. However, because every Agency or Government has unique powers and authorities, each unit of government which will authorize, fund, or perform a proposed action has a legal obligation to consult the Department under Part 1075. Therefore an EcoCAT submission should be made for each Agency or Local Government involved in the action when EcoCAT indicates a protected natural resource exists in the vicinity.

When multiple agencies or governments are involved, they have the option, under Part 1075, of designating one of themselves to act as the "lead agency" for purposes of consultation. Even if no "lead agency" is designated, once the Department becomes aware multiple agencies or governments are involved the Department will attempt to coordinate the resulting consultations.

If EcoCAT indicates no protected resources are known in the vicinity, a copy of the EcoCAT report may be accepted by Agencies or Governments as an indication the consultation requirement has been satisfied; however, each Agency or Government may choose to consult directly.

What is "federal agency coordination?"

Many federal agencies are required to seek the comments and opinions of state fish & wildlife agencies before authorizing, funding, or performing a federal action. EcoCAT can provide information on state-listed endangered or threatened species, wetlands, and Natural Areas. The reviews provided by the U.S. Fish and Wildlife Service are based on historic ranges of species, and are limited to federally listed T&E species.

Who has to consult under the Illinois Endangered Species Protection Act and the Illinois Natural Areas Preservation Act?

State agencies or units of local government must consult the Department about proposed actions that they will authorize, fund or perform. Private parties do not have to consult, but they are liable for prohibited taking of state-listed plants or animals or for adversely modifying a Nature Preserve or a Land & Water Reserve.

Home rule governments may delegate this responsibility, through duly enacted ordinances, to the parties seeking authorization or funding of the action.

Who MAY consult?

Developers, consultants, planners, and others frequently consult regarding tentative projects to determine the presence or absence of natural resource issues. The Department encourages such consultation as most effective, most economical, and least disruptive.

What actions require consultation?

Any action that will change existing environmental conditions, i.e. anything that disturbs the land, water, or air. Examples include:

- construction
- discharge of pollutants or application of chemicals into the air, water, or land
- dredging any naturally occurring materials
- re-zoning from a non-urban classification to an urban classification (e.g. from agricultural to residential) or a change from one urban classification to another on land not used in its entirety for the original classification
- subdivision and other development plans
- infrastructure alterations (utilities, roads, sewers)
- land management
- alteration, removal, excavation or plowing of non-farmed, non-cultivated areas
- altering existing topography
- annexations
- parks, stream, or lake modifications

What actions are exempt from consultation?

Unless it is evident that they could directly or indirectly affect an endangered or threatened species or a Natural Area, the following actions are exempt from consultation:

- mowing within maintained highway rights-of-way
- routine resurfacing and application of oil and gravel to existing roads
- maintenance or repair of existing structures
- actions under a Department-approved management plan undertaken to maintain or improve natural ecosystem conditions or to re-establish pre-settlement vegetation conditions (such as prescribed burns, spot application of herbicides or brush clearing)
- maintenance of existing lawns, yards, and ornamental plantings
- routine cultivation of agricultural lands
- change of zoning requests for land currently zoned, developed, and used in its entirety for commercial, industrial, or residential purposes

How is consultation enforced?

The consultation requirement may be enforced through a writ of mandamus, which may be sought by any "affected" person from the circuit court with jurisdiction.

What are the consequences of NOT consulting?

- destruction of irreplaceable natural resources
- negative public relations and potential civil litigation
- injunctive action, civil penalties, seizure of property, or criminal prosecution

How does IDNR evaluate proposed actions that are in the vicinity of protected resources?

Based on the nature of the proposed action and the nature of the protected resource, staff will assess the character of the potential adverse impacts and whether an adverse impact is likely. For listed species, the assessment is based on the life requirements of the species. The assessment for Natural Areas and Nature Preserves is much broader, based on potential impacts to natural communities and the unique features of the Site or Preserve.

How Can I Make Consultation Effective?

- Plan proactively.
- Coordinate planning and development with other municipalities and governments.
- Know the natural resource issues in your area.
- Modernize zoning and subdivision ordinances to enable your government to impose natural resource protection measures.
- Incorporate resource protection measures into formal and enforceable agreements, permits, contracts, etc.
- Enforce ordinances, regulations, permit terms, and contract provisions.
- Educate officials, developers, consultants, and the general public about natural resources and laws protecting them.

What does consultation NOT do?

- It does not result in permits of any kind. Permits must be obtained from the respective regulatory agency.
- It does not satisfy the requirements of the federal Endangered Species Protection Act of 1972 and implementing regulations.
- It cannot prohibit or prevent a proposed action.
- It does not preempt, override, reduce or interfere with the powers of local governments or State agencies.
- It does not address impacts to natural resources which do not enjoy protected status, except to the extent they entail cumulative indirect adverse effects to protected resources.
- It cannot protect or conserve listed species, Natural Areas, or Nature Preserves without the active participation and cooperation of agency and local officials.



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: _____

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
(Day, Date, Year)

Historic Court House, at 110 West Madison Street, Yorkville, IL.

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
(Application #)

reviewed at the Planning, Building and Zoning Department, 110 West Madison 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 Preliminary Plats

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

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 hearing. 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)**

***** Proof of notification must be submitted to the Planning, Building & Zoning Department prior to the KCRPC hearing. The deadline is specified above.**