

ORDINANCE # 2013- 03

**AMENDMENT TO THE KENDALL COUNTY SUBDIVISION CONTROL
ORDINANCE TO ADD A SECTION ON OTHER PLAT (VACATION,
DEDICATION, ETC.) PROCEDURES**

WHEREAS, Kendall County regulates development under authority of its Subdivision Control Ordinance and related ordinances; and

WHEREAS, the Kendall County Board amends these ordinances from time to time in the public interest; and

WHEREAS, all administrative procedures for amendments have been followed including a public hearing held before the Kendall County Zoning Board of Appeals on January 28, 2013;

NOW, THEREFORE, BE IT ORDAINED, the Kendall County Board hereby adds Section 7.06 Other Plat (Vacation, Dedication, Etc.) Procedure to the Kendall County Subdivision Control Ordinance as provided:

SECTION 7.06 OTHER PLAT (VACATION, DEDICATION, ETC.) PROCEDURE

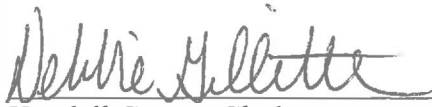
- A. The applicant shall prepare a plat, which shall include all of the property to be vacated or dedicate. County and Township roadways are exempt from this process as there is a separate process for those.
- B. The applicant shall submit to the Plat Officer the Plat accompanied with a completed application for an Other Plat (Vacation, Dedication, Etc.) with the appropriate filing fees.
- C. Plats must be prepared by a registered surveyor or engineer and must include all requirements below:
 - Title
 - Scale of Drawing
 - “North Arrow” showing north at top of the drawing
 - Location Map
 - Date of drawing (as well as dates of any and all revisions)
 - Names of Developer/Owner
 - Names of Designer/Surveyor
 - All existing structures on the property and all structures on adjacent properties within 100’ of property line
 - Utilities on the property and adjacent properties**
 - Existing easements (location, width and purpose)
 - Existing streets and other rights-of-way

Topography at 1 or 2 foot contours
Wooded areas (if present)
Natural drainage to, from and on the property
Base Flood Elevation (if present on the property)
Wetlands (if present on the property)

- D. If there are utilities already existing in the easement (any type of easement: drainage, utility, etc.) the petitioner is responsible for relocation, if necessary and must supply the Plat Officer with a relocation plan.
- E. Upon receiving the complete application and reviewed by the PBZ (Planning, Building & Zoning) staff for compliance with the regulations of this Ordinance and all other ordinances of the County the item will be placed on the agenda for the next regularly scheduled meeting of the Zoning, Platting and Advisory Committee (ZPAC) for review and recommendation to the Planning, Building & Zoning Committee (PBZC) of the County Board. After the ZPAC meeting this item will be placed on the agenda for the next regularly scheduled meeting of the PBZ for review and recommendation to the full County Board.
- F. Upon completion of the review by the PBZC a recommendation shall be made and the minutes of the ZPAC & PBZC meeting containing such recommendation shall be submitted to the full County Board.
- G. The County Board shall review the plat within thirty (30) days of the recommendation made by the PBZC. Action shall be taken by the County Board within a reasonable time and the applicant and the County Board may mutually agree to extend the County Board's consideration of said plat.
- H. Upon approval of the plat by the County Board, the application shall record the plat with the County Recorder within six (6) months. If the plat has not been recorded within this amount of time, the approval shall become null & void unless an extension to the recording of the plat has been granted by the County. Such a request shall be made in writing and submitted to the Plat Officer who will then forward the request to the PBZC for review and recommendation to the full County Board.

IN WITNESS OF, this Ordinance has been enacted by the Kendall County Board this 19th day of February, 2013.

Attest:


Kendall County Clerk
Debbie Gillette


Kendall County Board Chairman
John Shaw