



# Requirements for a Preliminary and/or Final Plat of Subdivision

*As set forth in the City of West Chicago Subdivision Regulations Article 11 and/or 12:*

It is strongly suggested that the petitioner schedule an appointment with the city staff at the time of submittal so that the application submittal documents can be reviewed for accuracy and completeness.

## **Items required with this preliminary subdivision application**

*Submit twelve (12) copies (16 copies if located in a Special Management Area) of each of the following for review.*

- Completed application
- Preliminary plat of subdivision
- Preliminary engineering plan

## **Items required with this final subdivision application**

*Submit twelve (12) copies (16 copies if located in a Special Management Area) of each of the following for review.*

- Completed application
- Final plat of subdivision
- Covenants, conditions, restrictions, and easements
- Land/cash donation calculation worksheet

*Submit eight (8) copies (12 copies if located in a Special Management Area) of each of the following for review.*

- Final engineering plan

*Submit three (3) copies of each of the following for review.*

- DuPage County stormwater management report - *(7 copies if located in a Special Management Area)*
- Engineer's cost estimate

## **Items required with this preliminary and/or final subdivision application**

*Submit one (1) copy of each of the following for review.*

- Land use opinion report
- Authorization letter from the property owner (if the applicant is not the property owner)
- Trust/owner's disclosure certificate (if property is in trust)
- Subdivision fee - Preliminary: up to 5 acres, \$700

*5 acres or more, \$850*

*Final: up to 5 acres, \$400;*

*5 acres or more, \$500*

*Combined: up to 5 acres, \$800;*

*5 acres or more, \$1,100*

In addition to the application fee, a \$500.00 deposit shall be required for all preliminary and/or final subdivision applications. In the event that multiple applications requiring a deposit are being requested simultaneously, only one deposit, equal to largest deposit required, shall be paid with the application fees. Upon notification by the City, the deposit shall be replenished if the fees incurred exceed the initial deposit amount, and staff review shall cease until such time as the deposit is replenished. Any remaining balance on a deposit shall be refunded in a timely manner once all fees have been paid.

All required items shall be submitted together. Staff review shall not begin until staff has determined that all required items have been submitted and are complete. All documents shall be folded to fit into a legal size folder. Staff may request other documents as deemed necessary.

### **Approval Procedure**

1. Applicant files all of the required items.
2. Staff reviews the documents. If corrections are required, the applicant shall be asked to revise and resubmit the documents.
3. When the documents are satisfactory, staff shall schedule the case for consideration by the Plan Commission/Zoning Board of Appeals.
4. Staff shall notify the applicant of the Plan Commission/Zoning Board of Appeals meeting date and request an additional thirty (30) copies of the plat of subdivision and other documents as deemed necessary. The applicant shall provide the copies to the Community Development Department ten (10) days prior to the scheduled meeting date. The copies shall be 11" x 17" in size and folded to fit in a legal size folder.
5. The Plan Commission/Zoning Board of Appeals shall review the request and provide a recommendation to the City Council.
6. The case shall then be reviewed by the Development Committee, which shall also provide a recommendation to the City Council.
7. The applicant shall submit the following:
  - a. A full size mylar copy of the plat of subdivision complete with all required signatures, except those required by the City of West Chicago and DuPage County.
  - b. A letter from the surveyor granting the City of West Chicago permission to record the plat of subdivision. (if not included on the plat of subdivision)
8. When the requested documents have been received, staff shall schedule the request for consideration by the City Council.
9. The City Council shall review both recommendations and vote on the request.

# APPLICATION FOR A PRELIMINARY AND/OR FINAL PLAT OF SUBDIVISION

Date Rec'd ___/___/___
Fee Paid? _____
Case # _____
For office use only

## **Applicant Information**

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone #)

\_\_\_\_\_  
(Fax #)

\_\_\_\_\_  
(E-mail Address)

Property Interest of the Applicant:

\_\_\_ Owner \_\_\_ Lessee \_\_\_ Contract Purchaser \_\_\_ Other: \_\_\_\_\_

## **Property Owner Information (if different from the applicant)**

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone #)

\_\_\_\_\_  
(Fax #)

\_\_\_\_\_  
(E-mail Address)

## **Professional Engineer Information**

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

---

(Phone #)

---

(Fax #)

---

(E-mail Address)

**Professional Surveyor Information**

---

(Name)

---

(Address)

---

(Phone #)

---

(Fax #)

---

(E-mail Address)

**Property Information**

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(General Location of the Subdivision)

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(Permanent Index Number [P.I.N.])

---

(Current Zoning)

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(Current Use of the Property)

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(Proposed Use of the Property)

---

(Type of Existing Structures on the Property)

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(Type of Existing Features on the Property Relevant to the Subdivision Request)

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(Proposed Subdivision Name)

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(Number of Proposed Lots)

**Signature**

I certify that all the information provided above and the information contained in any documents submitted herewith is true and accurate. I consent to the entry in or upon the property described in this application by any authorized official of the City of West Chicago for the purposes of inspection or review of the site in order to provide information for the formal determination of the preliminary and/or final plat of subdivision.

In addition to the application fee specified above, I agree to reimburse the city for any professional services or costs, including, but not limited to, attorneys, engineers, planners, architects, surveyors, or other consultants fees that are incurred by the city, in its sole and exclusive discretion, that would be associated with the City of West Chicago providing a formal recommendation on the preliminary and/or final plat of subdivision request.

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(Signature of Applicant)

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(Date)

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(Signature of Owner, if different from the applicant)

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(Date)

### **Preliminary and/or Final Plat of Subdivision**

The preliminary and/or final plat of subdivision shall be stamped by a licensed professional surveyor and drawn to scale, large enough to clearly show all of the applicable information required per Article 11 and/or 12 of the City of West Chicago Subdivision Regulations or any additional information as may reasonably be required by the staff.

### **Preliminary and/or Final Engineering**

The preliminary and/or final engineering shall be stamped by a licensed professional engineer and drawn to scale, large enough to clearly show all of the applicable information required per the City of West Chicago Subdivision Regulations or any additional information as may reasonably be required by the staff.

### **Covenants, Conditions, Restrictions, and Easements**

The covenants shall include Homeowners' Association bylaws documents in forms acceptable to the corporation counsel, that shall provide for the perpetual use, maintenance and conformity of the development or any additional information as may reasonably be required by the staff.

### **Land/Cash Donation Calculation Worksheet**

The land/cash donation calculation worksheet shall be completed and signed by the applicant. Once city staff has verified that the calculations are correct, the developer shall submit a letter to each taxing district (school, park, library, and fire) requesting written acceptance of the donation. The applicant shall also submit a copy of the request of acceptance letter and a copy of the acceptance letter from each taxing district to the city prior to review of the subdivision by the Plan Commission.

### **Engineer's Cost Estimate**

The engineer's cost estimate shall include a list of all improvements to be completed on the property, the type and quantity of the materials to be used, and the price per unit, total cost per item, and total project cost. The developer shall submit a letter of credit once city staff has verified that the quantities and costs are accurate.

### **DuPage County Stormwater Management Report**

The DuPage County stormwater management report shall be completed and submitted to the city along with the an original copy of the County stormwater management permit application and copies of the Special Management Area documents, if applicable. City staff will submit the documents to the County on behalf of the applicant once staff has verified that all of the necessary documents are complete. The applicant shall provide a copy of the County's approval letter to the city prior to review of the subdivision by the Plan Commission.

### **Land Use Opinion Report**

The land use opinion report application shall be submitted to the Kane-DuPage Soil and Water Conservation District. A copy of the completed application and report generated by the Soil and Water Conservation District shall be submitted to the city.

Kane-DuPage Soil and Water Conservation District  
2315 Dean Street, Suite 100  
St. Charles, IL 60175  
(630) 584-7961 ext. 3

### **Authorization Letter from the Property Owner**

The authorization letter shall specifically state the preliminary and/or final plat of subdivision being requested and exactly what is intended to be done with the property. The letter shall also specifically indicate that consent is being granted to the applicant to pursue the preliminary and/or final plat of subdivision. The letter shall be dated, signed by the property owner and include the mailing address of the property owner. The original copy of the letter shall be submitted with the preliminary and/or final plat of subdivision application.

### **Trust Disclosure Certificate**

The trust disclosure certificate shall indicate the trust under which the property is held and who is legally responsible for matters pertaining to the trust. The trust holder shall sign the certificate and the trust holder's name shall also be printed on the certificate. The certificate shall be notarized by a state certified notary public and shall be dated. The original copy of the certificate shall be submitted with the preliminary and/or final plat of subdivision application.

**LAND USE OPINION APPLICATION**  
 Kane-DuPage Soil and Water Conservation District  
 2315 Dean Street, Suite 100, St. Charles, IL 60175-4823  
 (630) 584-7961 Ext. 3

Send report to:  
**PETITIONER:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_  
**CONTACT PERSON:** \_\_\_\_\_  
**TELEPHONE:** \_\_\_\_\_

Please allow 30 days for inspection and processing.

FOR OFFICE USE ONLY	
LUO# _____	Date Due _____
Date initially rec'd _____	
Date all rec'd _____	Date completed _____
Fee Paid _____	Refund Due _____
By _____	Overpayment _____
	No Report Nec _____
	Gov't Agency _____

**Location:**  
 Township \_\_\_\_\_  
 Section(s) \_\_\_\_\_  
 Township(s) \_\_\_\_\_ N Range(s) \_\_\_\_\_ E

**TYPE OF PROPOSAL:**  Change in Zoning from \_\_\_\_\_ to \_\_\_\_\_ Project or Subdivision Name \_\_\_\_\_  
 Subdivision or Planned Unit Development (PUD)  
 Variance-Please describe fully on separate sheet  
 Special Use Permit-Please describe fully on separate sheet

Unit of Government Responsible for Permits \_\_\_\_\_ Date of Public Hearing \_\_\_\_\_  
 Current Use of Site \_\_\_\_\_ Proposed Use \_\_\_\_\_  
 Surrounding Land Use \_\_\_\_\_ Number of Acres \_\_\_\_\_  
 Location address (or nearest intersection) \_\_\_\_\_

**PROPOSED IMPROVEMENTS: (check all applicable items)**

Planned Structures:

- Dwellings w/o Basements  
 Dwellings with Basements  
 Commercial Buildings  
 Other \_\_\_\_\_

Open Space:

- Park/Playground Areas  
 Common Open Space Areas  
 Other \_\_\_\_\_

Water Supply:

- Individual Wells  
 Community Water

Wastewater Treatment:

- Septic System  
 Sanitary Sewers  
 Other \_\_\_\_\_

Stormwater Treatment:

- Drainage Ditches or Swales  
 Storm Sewers  
 Dry Detention Basin  
 Wet Retention Basin  
 No Detention Facilities Proposed  
 Other \_\_\_\_\_

**EXISTING SITE CHARACTERISTICS: (check all applicable items)**

- Ponds or Lakes  Floodplain  Woodland  Drainage Tiles  Stream(s)  
 Wetland(s)  Floodway  Cropland  Disturbed Land  Other \_\_\_\_\_

**REQUIRED: INCLUDE ONE COPY EACH OF THE FOLLOWING-Processing will not begin without the following:**

- APPLICATION completed and signed  
 FEE according to schedule below  
 PLAT OF SURVEY/SITE PLAN showing legal description, legal measurements  
 SITE /CONCEPT PLAN showing lots, streets, storm water detention areas, open areas, etc.  
 LOCATION MAP (if not on maps above)-include distances from major roadways or tax parcel number

**IF AVAILABLE - NOT REQUIRED:**

- ZONING or LAND USE PETITION filed with unit of government (if relevant)  
 TOPOGRAPHY MAP OR WETLANDS DELINEATIONS

**FEE AMOUNTS: last updated November 1, 2013**

\$423.00 for 1 - 3 acres or fraction thereof

\$459.00 for 4 - 5 acres or fraction thereof

For 5 - 200 acres see chart

> 200 acres: ADD \$14.00 for each additional acre or fraction thereof over the 200 acre amount.

\$65.00 processing fee if no report is required

\*\*\*If there is more than one parcel in question and they are non-contiguous please contact KDSWCD for fee amount. \*\*\*

**MAKE CHECKS PAYABLE TO: Kane-DuPage Soil and Water Conservation District**

I (we) understand the filing of this application allows the authorized representative of the Kane-DuPage Soil and Water Conservation District to visit and conduct an evaluation of the site.

**Petitioner or Authorized Agent** \_\_\_\_\_ **Date** \_\_\_\_\_  
 This opinion will be issued on a nondiscriminatory basis without regard to race, color, religion, sex, age, marital status, handicap, or national origin.

For the convenience of those who must comply with the provisions of the Illinois Soil and Water Conservation District Act, Section 22.02a (Illinois Compiled Statutes, Chapter 70, Paragraph 405, Section 22.02a), enacted December 3, 1971, effective July 1, 1972, we quote this section:

“The Soil and Water Conservation District shall make all natural resource information available to the appropriate county agency or municipality in the promulgation of zoning ordinances or variances. Any person who petitions any municipality or county agency in the district for variation, amendment, or other relief from that municipality’s or county’s zoning ordinance or who proposes to subdivide vacant or agricultural lands therein shall furnish a copy of such petition or proposal to the Soil and Water Conservation District. The Soil and Water Conservation District shall be given not more than 30 days from the time of receipt of the petition or proposal to issue its written opinion concerning the petition or proposal and submit the same to the appropriate county agency or municipality for further action.”  
 Added by Act approved December 3, 1971.

The amendment is designed to assist the unit of government considering the proposal. The natural resources and the environment are the main concerns in the development of the Land Use Opinion.

To facilitate compliance with the Act by land developers and others, Kane-DuPage Soil and Water Conservation District has formulated a set of guidelines and a standardized set of fees, as provided for in section 22.09 of this Act:

“The District may charge fees to any person who makes a request for services or receives benefits rendered by the District, or who causes or undertakes to cause the District to perform a function prescribed by this Act, including but not limited to any function prescribed by Section 22.02a of this Act, provided that such charges are uniform. The Directors shall maintain a uniform schedule for such fees and may from time to time revise such schedule. The charging of any such fees is uniformly charged and in accordance with a uniform schedule by any District to any person for such service or benefits or performance of any such functions prior to the effective date of this amendatory Act of 1975 is ratified.”

**LAND USE OPINION FEE SCHEDULE**  
**EFFECTIVE NOVEMBER 1, 2013**

\$423.00 for 1-3 acres or fraction thereof

\$459.00 for 4-5 acres or fraction thereof

For 5 - 200 acres see chart

For over 200 acres: ADD \$14.00 for each additional acre or fraction there of over the 200 acre amount.

\$65.00 processing fee if no report is required

Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee
1	423	21	769	41	1160	61	1558	81	1942	101	2333	121	2738	141	3128	161	3519	181	3911
2	423	22	788	42	1187	62	1577	82	1962	102	2360	122	2757	142	3148	162	3539	182	3930
3	423	23	809	43	1206	63	1597	83	1982	103	2379	123	2776	143	3167	163	3558	183	3949
4	459	24	828	44	1225	64	1616	84	2001	104	2398	124	2796	144	3188	164	3579	184	3969
5	459	25	847	45	1244	65	1636	85	2020	105	2418	125	2815	145	3207	165	3598	185	3989
6	483	26	866	46	1264	66	1656	86	2039	106	2438	126	2835	146	3226	166	3617	186	4008
7	495	27	885	47	1284	67	1675	87	2059	107	2458	127	2855	147	3245	167	3637	187	4028
8	513	28	907	48	1304	68	1694	88	2080	108	2477	128	2874	148	3264	168	3655	188	4047
9	537	29	926	49	1323	69	1713	89	2099	109	2496	129	2894	149	3286	169	3676	189	4068
10	555	30	945	50	1342	70	1734	90	2118	110	2515	130	2914	150	3305	170	3695	190	4087
11	573	31	964	51	1363	71	1754	91	2138	111	2536	131	2933	151	3324	171	3715	191	4106
12	592	32	984	52	1382	72	1773	92	2157	112	2555	132	2952	152	3343	172	3735	192	4125
13	614	33	1004	53	1401	73	1792	93	2177	113	2574	133	2971	153	3363	173	3754	193	4144
14	633	34	1023	54	1420	74	1812	94	2196	114	2593	134	2993	154	3383	174	3784	194	4166
15	638	35	1042	55	1440	75	1831	95	2216	115	2620	135	3012	155	3402	175	3793	195	4185
16	671	36	1063	56	1461	76	1851	96	2236	116	2640	136	3031	156	3421	176	3813	196	4204
17	690	37	1082	57	1480	77	1863	97	2255	117	2659	137	3050	157	3442	177	3832	197	4223
18	711	38	1102	58	1499	78	1884	98	2275	118	2678	138	3069	158	3461	178	3851	198	4242
19	730	39	1121	59	1522	79	1903	99	2294	119	2699	139	3090	159	3481	179	3872	199	4263
20	749	40	1140	60	1537	80	1923	100	2313	120	2718	140	3109	160	3500	180	3895	200	4282



6. Estimated Ultimate Population of Project:

Complete Table 2 below:

- From Columns A through F in Table 1, insert the number of dwelling units by number of bedrooms into Column A;
- Multiply Column A by Column B. Insert the result into Column C;
- Repeat the above steps for each row in Table 2; and
- Total the population in Column C to get the estimated total population.

Formula:  $A \times B = C$

Table 2

	A	B	C
Dwelling Unit Type	# Units	Population Factor*	Total Population
<b>Detached Single Family</b>			
2 Bedroom		2.017	
3 Bedroom		2.899	
4 Bedroom		3.764	
5 Bedroom		3.770	
<b>Attached Single Family</b>			
1 Bedroom		1.193	
2 Bedroom		1.990	
3 Bedroom		2.392	
4 Bedroom		3.145	
<b>Apartments</b>			
Efficiency		1.294	
1 Bedroom		1.758	
2 Bedroom		1.914	
3 Bedroom		3.053	
<b>Estimated Total Population</b>	—	—	

\* From the column "Total Per Dwelling Unit" in the Table of Estimated Ultimate Population Per Dwelling Unit, Children Per Unit, in Appendix B, Subdivision Regulations.

**7. Park/Recreation Land Dedication:**

Complete the following formula:

*Formula:* (X) \_\_\_\_\_ ÷ 1,000 = \_\_\_\_\_ \* 10 acres = \_\_\_\_\_ acres to be dedicated\*

X = Estimated total population from the last cell in Column C, **Table 2**.

\*This amount may be reduced by the City Council if private open space and recreation areas are provided.

**8a. Estimated Number of School Age Children:**

Complete Table 3:

From Columns A through F in **Table 1**, insert the number of dwelling units by number of bedrooms into Column A;

- Multiply Column A by Column B. Enter the result into Column C;
- Multiply Column A by Column D. Enter the result into Column E;
- Multiply Column A by Column F. Enter the result into Column G;
- Add together each of the results from the above steps found in Columns C, E and G. Enter the result into Column H; and
- Repeat the above steps for each row in **Table 3**.

$$\text{Formula: } A * (C + E + G) = H$$

**8b. Estimated Number of School Age Children by Grade Classification:**

Complete Table 3:

- Complete the above steps in step 9a;
- Sum the values of each row in Column C. Place the result in the last cell of Column C;
- Sum the values of each row in Column E. Place the result in the last cell of Column E;
- Sum the values of each row in Column G. Place the result in the last cell of Column G; and
- Sum the values of each row in Column H. Place the result in the last cell of Column H.

Table 3

	A	B	C	D	E	F	G	H
Dwelling Unit Type	# Units	School Age Children*						School Age Population
		K-6	Pop-ulation	7-8	Pop-ulation	9-12	Pop-ulation	
<b>Detached Single Family</b>								
2 Bedroom		0.143		0.041		0.020		
3 Bedroom		0.422		0.120		0.184		
4 Bedroom		0.644		0.184		0.360		
5 Bedroom		0.461		0.132		0.300		
<b>Attached Single Family</b>								
1 Bedroom		0.000		0.000		0.000		
2 Bedroom		0.106		0.030		0.038		
3 Bedroom		0.227		0.065		0.059		
4 Bedroom		0.370		0.106		0.173		
<b>Apartments</b>								
Efficiency		0.000		0.000		0.000		
1 Bedroom		0.002		0.001		0.001		
2 Bedroom		0.100		0.028		0.046		
3 Bedroom		0.278		0.079		0.118		
<b>Estimated Number of Children to be Served</b>	—	—		—		—		

\* From the columns "Elementary Grades K-6," "Junior High Grades 7-8," and "High School Grades 9-12" in the *Table of Estimated Ultimate Population Per Dwelling Unit, Children Per Unit*, Illinois School Consulting Service/Associated Municipal Consultants, Inc., part of Ordinance No. 3060, City of West Chicago.

**9. School Site Dedication:**

*Formula:*  $(X \div Y) * Z = \# \text{ acres to be dedicated}$

- X = Estimated number of children to be served by school classification, from the last cell in the applicable column: Column C (K-6), E (7-8) or G (9-12), from **Table 3**
- Y = Maximum recommended number of students to be served (given)
- Z = Minimum number of acres recommended for a school site (given)

Complete the following formulas based on the above information:

A. Elementary (Grades K-6)

*Formula:*  $[(X) \underline{\hspace{2cm}} \div 600] * 11 = \underline{\hspace{2cm}}$  acres to be dedicated

B. Junior High (Grades 7-8)

*Formula:*  $[(X) \underline{\hspace{2cm}} \div 700] * 27 = \underline{\hspace{2cm}}$  acres to be dedicated

C. High School (Grades 9-12)

*Formula:*  $[(X) \underline{\hspace{2cm}} \div 2,300] * 53 = \underline{\hspace{2cm}}$  acres to be dedicated

Add together the resulting acres to be dedicated of A, B and C to get the total acres to be dedicated.

Enter the acreage amount:  $\underline{\hspace{2cm}}$  acres

**10. Fire Protection Site Dedication:**

Complete the following formulas:

A. Residential Development or Residential Portions of Developments:

*Formula:*  $(H) \underline{\hspace{2cm}} * 0.00234 = \underline{\hspace{2cm}}$  acres of required land dedication  
*H =* Insert the total acreage to be developed (from #3 on the first page)

B. Non-residential Developments or Non-residential Portions of Developments:

*Formula:*  $(I) \underline{\hspace{2cm}} * 0.00000048 = \underline{\hspace{2cm}}$  acres of required land dedication  
*I =* Insert the total building square footage to be constructed (from #4 on the first page)

If the development will have residential and non-residential development, add together the resulting acres of required land dedication of A and B to get the total acres to be dedicated. Enter the acreage amount in the following space =  $\underline{\hspace{2cm}}$  acres

11. Cash Contributions in Lieu of Park, Library, School or Fire Protection Land Dedication:

Example Formula:

(FMV) \$150,000 \* (Y) \_\_\_\_\_ = \$ \_\_\_\_\_ contribution

Y = Total Acres to be dedicated from #7 (Park), #10 (School) or #11 (Fire Protection).

FMV = Fair Market Value per acre of residential land use

Complete the Park, School and Fire Protection contribution formulas using the above information:

Park Contribution:

\$150,000 \* (Y) \_\_\_\_\_ = \$ \_\_\_\_\_ contribution

School Contribution:

\$150,000 \* (Y) \_\_\_\_\_ = \$ \_\_\_\_\_ contribution

Fire Protection Contribution:

\$150,000 \* (Y) \_\_\_\_\_ = \$ \_\_\_\_\_ contribution for residential land use

\$230,000 \* (Y) \_\_\_\_\_ = \$ \_\_\_\_\_ contribution for manufacturing land use

\$230,000 \* (Y) \_\_\_\_\_ = \$ \_\_\_\_\_ contribution for business land use

Library Contribution:

\$600 \* (X) \_\_\_\_\_ = \$ \_\_\_\_\_ contribution

X = Insert the total acreage to be developed (from #3 on the first page)

Total Cash Contribution:

Complete the following formula using the contributions calculated above:

Park \$ \_\_\_\_\_ +

School \$ \_\_\_\_\_ +

Fire Protection \$ \_\_\_\_\_ +

Library \$ \_\_\_\_\_ +

= \$ \_\_\_\_\_ Total Contribution to the Districts

\* .05 = \$ \_\_\_\_\_ Administrative Fee Payable to City of West Chicago

Land Donation

When the population density and/or the square footage of non-residential buildings to be constructed cannot be precisely determined at the time of approval of the development, refer to Appendix B, Subdivision Regulations, *Dedication of Park Lands, School Sites and Other Public Lands, or Cash Contribution in Lieu Thereof*, and consult with the City Staff.

Timing of Dedication/Contribution:

All land dedications and fee contributions shall be made as a condition of approval of a final plat of subdivision or of a final plan and plat of a planned unit development or any other development of land.

\_\_\_\_\_  
**Submitted By**

\_\_\_\_\_  
**Date Submitted**