

Plat Checklist Before Submission to Hancock County Plat Committee (all items must be checked off)

NOTICE: The following are identified as necessary requirements for completion of a plat in conformity with the statute and with the Hancock County resolution. This document is meant as a guide only and may not be exhaustive. You should seek legal counsel for any questions.

- _____ **Does the plat include the name of the proposed subdivision, the name of the owner or trustee as owner or name of sponsor for the plat are to be shown, and a brief description of the location as part of the title?**
- _____ **Does the plat include a notarized statement indicating, to the best of the owner's knowledge, the school district in which each tract, parcel, lot, or block lies?**
- _____ **Does the plat include a statement from a Registered Land Surveyor attached and acknowledged by the owner of the land, or his attorney duly authorized, in the same manner as deeds of land are required to be acknowledged?**
- _____ **Does the plat name all adjoining subdivisions and identify adjoining property not subdivided as "Not Subdivided."**
- _____ **Does the plat show all permanent section lines, government boundary lines and established subdivision lines?** The plat must show all angular and linear data along the exterior boundaries of the tract of land divided or subdivided.
- _____ **Does the plat reference known and permanent monuments from which future survey may be made and did the surveyor, at the time of making his survey, set them in such manner that they will not be moved by frost, good and sufficient monuments marking the external boundaries of the tract to be divided or subdivided and must designate upon the plat the points where they may be found?** These monuments must be placed at all corners, at each end of all curves, at the point where a curve changes its radius, at all angle points in any line and at all angle points along a meander line, the points to be not less than 20 feet back from the normal water elevation of a lake or from the bank of a stream, except that when such corners or points fall within a street, or proposed future street, the monuments must be placed in the right of way line of the street. All internal boundaries, corners and points must be monumented in the field by like monuments as defined above. These monuments 2 of which must be of stone or reinforced concrete and must be set at the opposite extremities of the property platted, placed at all block corners, at each end of all curves, at the points where a curve changes its radius, and at all angle points in any line. All lots must be monumented in the field with 2 or more monuments. The monuments must be furnished by the person for whom the survey is made.

_____ **Does the plat particularly describe and set forth all public streets (including their name), alleys, ways for public service facilities, ways for utility services and community antenna television systems, parks, playgrounds, school grounds or other public grounds, and all the tracts, parcels, lots or blocks, and numbering all such lots, blocks or parcels by progressive numbers, giving their precise dimensions, including width, course, and extent of all public streets, alleys and ways for public service facilities?**

_____ **Does the subdivider provide a private water supply system? If so, the design and construction thereof, including distribution mains, shall conform to the standards and requirements of the Illinois Department of Public Health.**

Whenever the subdivider plans or provides for a private system of sanitary sewers and a treatment plant, such system of sanitary sewers and a treatment plant, such system and plat shall conform to all standards, specifications and requirements of the Illinois Department of Public Health.

_____ **Does the plat include a study or studies which shall show topographically and by profile the elevation of the land prior to the commencement of any change in elevations as a part of any phase of subdividing, and additionally, if it is contemplated that such elevations, or the flow of surface water from such land, will be changed as a result of any portion of such subdivision development, then do such study or studies also show such proposed changes in the elevations and the flow of surface water from such land? The** topographical and profile studies to be submitted with the subdivision plat must have on their face the signed statement of a Registered Professional Engineer, and the owner of the land or his duly authorized attorney, to the effect that to the best of their knowledge and belief the drainage of surface waters will not be changed by the construction of such subdivision or any part thereof, or, that if such surface water drainage will be changed, reasonable provision has been made for collection and diversion of such surface waters into public areas, or drains which the subdivider has a right to use, and that such surface waters will be planned for in accordance with generally accepted engineering practices so as to reduce the likelihood of damage to the adjoining property because of the construction of the subdivision.

_____ **Is the land subdivided located within, or within 1½ miles of, the corporate limits of any municipality? If so, has the plat been submitted to the city council of the city or board of trustees of the village or town or to the officer designated by them, for their or his approval?**

_____ **Does the plat include the current mailing address of the person submitting the plat?**

Has the plat been approved in writing by (i) the Illinois Department of Transportation with respect to roadway access where such access is to a state highway, (ii) the relevant local highway authority with respect to all other roadway access, and (iii) the Hancock County Health Department with respect to sewage disposal systems if any part of the platted land will not be served by a public sewer system? An applicant shall simultaneously file with the Illinois Department of Transportation, relevant local highway authority, or local health department, as appropriate, a copy of the application for preliminary approval of a proposed plat that is filed with the municipality or county. The department or authority receiving the application shall review the application based solely upon safety or access control standards and provide written approval or disapproval to the municipal or county plan commission and to the municipal or county corporate authorities not later than 90 days from the date the application is received. The 90 day period may be changed by mutual agreement. If disapproved, the department or authority shall provide reasons for the disapproval related to safety or access control standards and identify improvements that will remove the disapproval. The municipal or county corporate authorities may approve the plat once the improvements have been incorporated into the application or in the event that the department or authority fails to respond in writing to the municipality or county within the 90 day period or other period established by mutual agreement.