

CITY OF PARK RIDGE

# Subdivision

# Regulations





# **SUBDIVISION REGULATIONS**

(Municipal Code: Article 6, Chapter 2)

CITY OF PARK RIDGE

ILLINOIS

Adopted by the City Council

of the City of Park Ridge

April 7, 1986

Amended February 3, 2003  
**SUBDIVISION REGULATIONS**

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SECTION 1: GENERAL PROVISIONS

A. Title

These Regulations shall be known, referred to and recited as the "Subdivision Regulations of the City of Park Ridge."

B. Purpose

The purpose of these Regulations is to control and regulate the division and development of land within the City of Park Ridge in order to promote the public health, safety and general welfare of its citizens. To that end, it is the intent of this Article to accomplish the following:

1. Assure that development sites are suitable for building purposes and human habitation;
2. Provide for the harmonious development of the City of Park Ridge;
3. Assure appropriate adherence to the Comprehensive Plan;
4. Provide for the orderly and appropriate development of land;
5. Provide adequate open space and recreational sites;
6. Provide a safe and clean environment for the residents of Park Ridge;
7. Provide facilities for the orderly movement of traffic on streets and highways;
8. Provide for the construction of adequate and safe transportation, water, sanitary sewerage, storm drainage and other public facilities;
9. Provide for the orderly arrangement of streets, public facilities and public services;
10. Provide for adequate street lighting and signage;
11. Afford proper access for public safety and public service equipment;
12. Protect, to the maximum degree possible, historic sites, scenic points, desirable natural areas, lakes, watercourses and other environmentally sensitive features worthy of preservation;
13. Provide for the equitable distribution of the costs and benefits of public works and facilities by requiring that the initial cost of constructing public improvements and facilities in new developments be borne by the developer and not by the Park Ridge taxpayer; and
14. Coordinate the operations of City departments and other governmental agencies involved with land development, in accordance with the adopted Comprehensive Plan.

C. Definitions

In the interpretation of these Regulations, the following definitions shall be observed and applied, except when the context clearly indicates otherwise.

1. General Rules

For the purpose of these Regulations, the following general rules shall apply:

- a. The present tense includes the future and the present;
- b. The singular number includes the plural and the plural the singular;
- c. The word "building" includes the word "structure;"
- d. The word "lot" includes the word "plot" or "parcel;"
- e. The word "Commission" shall always mean the Planning and Zoning Commission of the City of Park Ridge;
- f. The word "Department" shall always mean the Department of Community Preservation and Development of the City of Park Ridge;
- g. The word "Director" shall always mean the Director of Community Preservation and Development of the City of Park Ridge;
- h. The words "City Council" shall always mean the Mayor and City Council of the City of Park Ridge;
- i. The word "City" shall always mean the City of Park Ridge, Illinois; and
- j. The word "shall" is mandatory, the word "may" is permissive, and terms or words unless otherwise defined, shall be consistent with common usage.

2. Terms Defined

Alley: Any right-of-way that affords secondary means of vehicular access to abutting properties. An alley shall not be considered a street.

Applicant: The owner of land proposed to be subdivided or a person who has obtained the owner's consent to file a subdivision application on behalf of the owner.

Bench Mark: A monument for which an accurate elevation has been established and shown on the subdivision plat or as defined by the United States Geological Survey.

Block: A tract of land bounded by streets, or by a combination of streets and public parks, other permanent open areas, or other acceptable lines of demarcation. A block may be located in part beyond the boundary lines of the corporate limits of the City of Park Ridge.

Building: Any structure designed or built for the support, enclosure, shelter or protection of persons, animals, chattels or property of any kind, and which is permanently affixed to the land.

Building Setback Line: A line on a plat of subdivision generally drawn parallel to the front lot line, or corner side lot line in the case of a corner lot, which establishes the minimum open space to be provided between any point along the front or side of a building or structure, and the front or corner side lot line. A zoning setback line may be defined differently.

Bond: Any form of security, including a cash escrow deposit, surety bond, collateral, property or instrument of credit in an amount and form satisfactory to the City.

City Engineer: The duly designated City Engineer of the City of Park Ridge, Illinois.

City Forester: The duly designated City Forester of the City of Park Ridge, Illinois.

Community Preservation and Development Director: The duly designated Community Preservation and Development Director of the City of Park Ridge, Illinois, or his or her designee; or, in the absence of the Director, the designee of the City Manager. This is also the individual authorized to review and approve Administrative Subdivisions.

Comprehensive Plan: The Comprehensive Plan of the City of Park Ridge, as adopted and amended, from time to time, by the City Council.

Construction Plan: Maps or drawings accompanying a subdivision plat that shows the specific location and design of all public improvements to be installed or constructed within the subdivision.

Dedication: The setting aside of land by the applicant for a general public use, in accordance with the regulations of the City.

Easement: A grant by a property owner for the use of a strip or area of land by the general public, a public utility, a corporation or a person for specified purposes.

Finance Director: The duly designated Finance Director of the City of Park Ridge, Illinois.

Land Partition: Any division of a parcel of land other than pursuant to these Subdivision Regulations.

Lot: A distinct parcel or piece of land with a distinct legal description.

Lot, Corner: A lot which has the full length of at least two (2) adjacent sides abutting upon streets, with the interior angle of the intersection of such two (2) sides ~~is~~ less than one hundred thirty-five (135) degrees. The point of intersection of the street lot lines is the corner of the lot in question. A lot abutting upon a curved street or streets shall be considered a corner lot if the tangents to the curve at the curve's point of beginning between the side lot lines, or at the points of intersection of the side lot lines with the street line, intersect at an interior angle of less than one hundred thirty-five (135) degrees. In such cases, the corner of the lot in question is that point on the street lot line nearest to the point of intersection of the tangents above described.

Lot of Record: A single lot which is part of a subdivision or resubdivision, which has been recorded with the Recorder of Deeds of Cook County, Illinois, and which is not dependent for identification upon a description by metes and bounds.

Official Map: A map established by the Council showing streets, highways and parks. The Official Map shall include the Transportation Plan element of the Comprehensive Plan.

Owner: Any person, firm, corporation or any other legal entity having legal or beneficial title to the land sought to be subdivided under these Regulations.

Open Space: Land within a tract devoted to landscaping, lawns, recreational areas, plazas, terraces and other similar uses.

Parcel: A tract or a plot of land.

Pedestrian Way: A paved walkway permitting pedestrian usage.

Plat: A map, chart or drawing that is appropriate for recording and indicates the subdivision or resubdivision of land.

Plat, Final: The final map, chart or drawing presented to the Commission or Director for approval; and, upon approval, submitted to the appropriate Cook County office for recording and registration,

which legally describes the subdivision of land, and contains a detailed plan of the property, showing all dimensions, angles and bearings, together with all such information, statements and certificates as required by this Article. Unless otherwise stated, reference to a plat will mean a Final Plat.

Plat, Preliminary: A map indicating the subdivision of land prepared in accordance with City regulations as a basis for consideration prior to the preparation of the Final Plat.

Public Improvements: All improvements for which the City may ultimately assume the responsibility for maintenance or operation, or which may affect an improvement for which City responsibility is established. This shall include, but is not necessarily limited to, storm drainage, sanitary sewerage and water supply facilities, streets, curbs, gutters, sidewalks, parkways, trees, street lights, street signs and other accessory works and appurtenances.

Public Utilities: Publicly owned facilities including, but not necessarily limited to, water transmission lines, sanitary sewers and storm sewers, and such privately owned facilities as electric, telephone, cable TV and natural gas transmission lines.

Registered Engineer: An engineer properly licensed and registered in the State of Illinois.

Registered Land Surveyor: A land surveyor properly licensed and registered in the State of Illinois.

Right-of-Way: A strip of land occupied or intended to be occupied by a street, pedestrian way, railroad, road, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, shade trees, or for any other public use or structure. The usage of the term "right-of-way" for land-platting purposes shall mean that every right-of-way hereafter established and shown on a Final Plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels.

Specifications: The design specifications of the City of Park Ridge which have been adopted by the City Council or have been approved by the appropriate City department or agency.

Street: The entire width between property lines of a public right-of-way or private roadway intended for vehicular traffic. This shall include arterial streets, collector streets, local streets and cul-de-sacs, but shall exclude alleys.

Street Classification:

- a. Arterial Street: A street that traverses the City and provides for through traffic movement in the region while permitting direct access to abutting property.
- b. Collector Street: A street that provides for traffic movement among Arterial Streets and Local Streets and has direct access to abutting property.
- c. Local Street: A street that provides for local traffic movement and for direct access to abutting property.
- d. Cul-de-Sac: A street having only one end open to traffic and the other end terminating in a vehicle turnaround.

Structure: Anything that is human-made and built, constructed, installed, erected or placed on, in or under the ground, or attached to something on, in or under the ground.

Subdivision: The division of a lot, parcel or tract of land into two (2) or more lots; or the consolidation of two (2) or more lots, parcels or tracts of land. The term "subdivision" includes resubdivision and lot consolidation. When appropriate in context, the term "subdivision" relates to the process of consolidating or resubdividing the land or territory being subdivided.

Subdivision, Administrative: A subdivision that is a Minor Subdivision and may be approved by the Director and does not require a public meeting before the Commission or approval by the City Council.

Subdivision, Minor: A subdivision in a residential zoning district that divides one (1) or more lots or parts of lots into three (3) or fewer residential lots, upon Final Plat review by the Commission and approval by the City Council.

Tract: A defined area of land.

Zoning Ordinance: The officially adopted and amended Zoning Ordinance of the City of Park Ridge, including the official Zoning Map and its amendments.

D. Scope of Regulations

1. Jurisdiction. These Regulations are enacted by the Corporate Authorities of the City of Park Ridge pursuant to the full power and authority granted them under the constitution of the State of Illinois and all applicable laws of said State. Said Regulations shall apply to all subdivisions of land, as defined herein, located within the corporate limits of the City of Park Ridge, and those areas beyond said corporate limits over which the City has extraterritorial jurisdiction as provided in Section 1.E, below.
2. Applicability. As of the effective date of these Subdivision Regulations, no person, firm or corporation shall divide, further divide or otherwise alter the boundaries of any lot or parcel of land within the City of Park Ridge except in compliance with the provisions of these Regulations. To further clarify the applicability of these Regulations, the following provisions shall apply:
  - a. Vacant Land and Demolition. In all cases involving vacant or unimproved parcels of land, or where the demolition of an existing building or structure on an improved parcel of land is proposed, no building permit or certificate of occupancy shall be issued for any such vacant or unimproved parcel, nor shall a demolition permit be issued for any such improved lot, nor shall any such vacant or unimproved parcel be sold unless a plat of subdivision has been approved by the Commission and submitted to the appropriate County Official for recording and registration pursuant to the provisions of these Regulations. It is the specific intent of this provision to require the retroactive subdivision in accordance with these Regulations of all vacant and unimproved parcels of land, and in all cases involving demolition, where such land has never been subdivided, or where lots and parcels have been created prior to the effective date of these Regulations by any means other than pursuant to the Subdivision Regulations for the City of Park Ridge.
  - b. Improved Land. Nothing in these Regulations shall require the subdivision of improved lots or parcels where such improved lots or parcels have been created prior to the effective date of these Regulations by any means with the exception of cases involving demolition as provided for in Section 1.D.2.a, above.
3. Interpretation. In their interpretation and application, the provisions of these Regulations shall be held to be minimum requirements to meet the stated purpose and intent of these Regulations. Where the provisions of these Regulations impose greater restrictions than those of any statute, other regulations, or ordinance, the provisions of these Regulations shall prevail. Where the provisions of any Federal, State or City statute, ordinance, or regulation impose greater restrictions than those of these Regulations, the provisions of such Federal, State or City statute, regulation, or ordinance shall prevail.

E. Extraterritorial Provisions

These Regulations shall apply to all subdivisions, as herein defined, situated in the unincorporated portions of Cook County which are located entirely or in part within one and one-half (1-1/2) miles of the nearest

corporate limits of the City to the extent that such territory is specifically addressed in the Comprehensive Plan. In the event of an overlap between the one and one-half (1-1/2) mile extraterritorial jurisdiction of Park Ridge and that of a neighboring municipality, these Regulations shall then apply to subdivisions located entirely within an area situated between the nearest corporate limits of the City and one-half (1/2) the distance between said nearest corporate limits and the nearest corporate limits of the neighboring municipality.

F. Administration

The Director shall administer these Regulations. All applications, fees, maps and documents pertaining to subdivision approval shall be submitted to the Department for processing and, where appropriate, referred to the Commission. The Director is hereby authorized to formulate written administrative rules that govern the procedure for processing subdivision applications.

G. Administrative Subdivisions

An Administrative Subdivision shall be permitted in the following instances:

1. An adjustment of a lot line between two (2) adjoining lots; and
2. The consolidation of two (2) or more lots, parcels or tracts of land, either in whole or in part, into a single lot of record, when all of the properties are under the same ownership.

With respect to the above, an Administrative Subdivision is permissible only if: (i) no non-conformities are created with respect to these regulations; (ii) the entire length of the subdivision fronts on an existing street; and (iii) there are no exceptions or variations required except as to parkway trees, sidewalks or existing substandard streets and rights-of-way.

H. Minor Subdivisions

A Final Plat creating not more than three (3) lots of record shall be approved by the Commission and the City Council without a Preliminary Plat review. Preliminary Plat review may be required upon the recommendation of the Director.

I. Subdivisions of Record

Any plat of subdivision, approved by the Commission or the Director and submitted to the Cook County Recorder of Deeds for recording and registration prior to effective date of the ordinance approving these Regulations, shall be accepted as valid and no further approval by the Commission shall be required.

J. Non-Complying Parcels and Subdivisions

No building permit shall be issued by the City, its Building Administrator or other City officers or inspectors for the purpose of improving any parcel of land unless such parcel consists of one or more lots in an approved and recorded or registered subdivision. Furthermore, no building permit shall be issued by the City, its Building Administrator or other City officers or inspectors for the purpose of improving any parcel of land in a land partition, as defined herein, unless and until said parcel becomes and is one or more lots in an approved and recorded or registered subdivision as herein defined.

K. Variations and Exceptions

1. Administrative Subdivisions. The Director shall have the authority to approve variations or exceptions with respect to parkway trees, sidewalks, and existing substandard streets and rights-of-way in Administrative Subdivisions. In all other instances, variations and exceptions shall be administered as set forth in 2 below.

2. All Other Subdivisions. The Commission may recommend and, pursuant to Section 2.I, herein, the City Council may grant variations to the standards and requirements of these Regulations, in harmony with their general purpose and intent, in cases where there are particular difficulties or unnecessary hardships in the way of carrying out the strict letter of said standards and requirements. In considering requests for variations, the Commission may recommend and the City Council may impose such conditions and safeguards as are deemed necessary to protect the public interest or the character of the neighborhood. The City Council may require a guarantee or bond to assure compliance.

In accordance with Section 11.11.B.5 of the Zoning Ordinance, the Commission may also recommend modifications to the standards and requirements herein in the case of a Planned Development undertaken pursuant to said Ordinance where, in the opinion of the Commission, such modifications are necessary and desirable to achieve the objectives of the proposed Planned Development.

## SECTION 2: SUBDIVISION PROCEDURES

### A. Pre-Application Conference

A pre-application conference shall be held between the applicant and the Department to provide the applicant with an opportunity to resolve problems with respect to a subdivision early in the proceedings, and to make necessary modifications and revisions prior to incurring the substantial expense of preparing a Preliminary and Final Plat.

The pre-application conference does not require formal application, fee or filing of a plat. A preliminary plan containing the following information is all that is required for Department review:

1. Proposed layout of streets, lots and other elements basic to the proposed use in relationship to site conditions; and
2. Proposed methods for sewage collection, storm drainage, water supply and other utilities.

The preliminary plan may be a pencil drawing superimposed upon a print of a topographic survey of the area proposed to be subdivided, or may be in any other graphic medium and form containing the above information. The Department shall provide comments and recommendations on such information as is provided.

### B. Preliminary Plat Review Process

The Preliminary Plat review process is intended to provide a formal basis for Commission consideration of a subdivision prior to preparation of a Final Plat.

The Preliminary Plat, Subdivision Application and all information and procedures relating thereto shall in all respects be in compliance with the provisions of these Regulations, except where a variation is specifically requested by the applicant in writing.

### C. Preliminary Plat Data Requirements

The Preliminary Plat shall show or be accompanied by the following information:

1. Drafting Standards

The Preliminary Plat shall be prepared in accordance with the drafting standard contained in the approved administrative rules formulated by the Director pursuant to Section 1.F, Administration, herein.

2. Existing Information

- a. Vicinity Map drawn in accordance to the drafting standards contained in the administrative rules showing the approximate relationship of the tract to be subdivided to its general surroundings and showing the following details:
- (1) The Zoning District in which the proposed subdivision is located;
  - (2) Existing or platted streets within one thousand (1,000) feet of the subdivision; and
  - (3) Municipal boundaries within one thousand (1,000) feet of the tract.
- b. Identifying Information, including the following:
- (1) Name of the subdivision, which shall not duplicate any other recorded subdivision;
  - (2) Legal description of the subdivision;
  - (3) Name and address of the applicant(s) and owner(s), if other than the applicant(s);
  - (4) Certificate of the Registered Land Surveyor or Registered Engineer preparing the Preliminary Plat, including signature, address and seal; and
  - (5) Date the Preliminary Plat was drafted, with a north point and scale.
- c. Existing Conditions, including the following:
- (1) Boundary line of proposed subdivision indicated by solid heavy line;
  - (2) Contours with intervals of not more than five (5) feet nor less than one (1) foot (Elevations shall be based on U.S. Geological Survey data or equivalent. Provide the source of the contour information on the Plat.);
  - (3) Location, width and names of all existing or prior platted streets; and the location and width of all other public rights-of-way, railroad and utility rights-of-way, parks and other public open spaces, and municipal corporation lines within or adjoining the tract;
  - (4) Environmental conditions on the tract being subdivided including, but not necessarily limited to, watercourses, marshes, floodplains, rock outcrop areas, wooded areas and other environmentally sensitive areas and significant features;
  - (5) Utilities on and adjacent to the tract, including the location, size and invert elevation of all existing sanitary sewerage facilities and storm drains; the location and size of all water mains; and the location of all fire hydrants, overhead and underground utility lines, and street lights.

If water mains, sanitary sewers and storm drains are not on or adjoining the tract, indicate the direction, distance to and the size of the nearest water mains and sewers, showing the invert elevation of sewers to the extent known by the applicant;

- (6) Conditions on adjoining land within one hundred (100) feet of the tract, including the elevations and approximate direction and gradient of ground slope; any embankments or retaining walls; the character, location and ownership of any private sewerage systems; any railroads, utility lines, towers or other nearby non-residential land uses or adverse influences; the boundary lines and owners of any adjoining unsubdivided land and the boundaries and names of any adjoining recorded subdivisions; and
- (7) Proposed public improvements, including highways or other major improvements planned by public authorities for future construction on or near the tract to the extent known by the applicant.

3. Proposed Layout

- a. Street Plan containing the following information:
  - (1) Location of all proposed streets within the subdivision;
  - (2) Widths of all proposed street rights-of-way, proposed paving widths and typical cross sections;
  - (3) Proposed street names;
  - (4) Plan and profile of all proposed streets; grade shall be set at edge of pavement; and
  - (5) Location of all required sidewalks and pedestrian ways.
- b. Layout and dimension of proposed lots, including lot lines, lot numbers and block letters.
- c. Sites, if any, for any uses other than single family and two family dwellings, including a description of any such uses and the location of required off-street parking facilities.
- d. All building setback lines, as defined herein, in accordance with the provisions of these Regulations and the Zoning Ordinance.
- e. The location and dimensions of any land within the proposed subdivision to be dedicated or reserved for school sites, parks, open space or other public uses pursuant to the provisions of these Regulations.
- f. The construction plan, as defined herein, indicating the location, plan, profile and estimated cost of all required public improvements, as herein defined, to be constructed or provided in conjunction with the subdivision. Estimated costs of public improvements shall be broken down by quantities and unit prices.
- g. All rights -of-way and easements to be created for drainage and utilities purposes.

D. Consideration of the Preliminary Plat by the Planning and Zoning Commission

The Commission shall approve, approve with modifications or reject the Preliminary Plat within ninety (90) days from the date the application for subdivision is received and accepted by the Department. Every decision by the Commission, with respect to the Preliminary Plat, shall be included in the Commission's minutes, along with the vote thereon.

Approval of the Preliminary Plat is tentative, involving the general acceptability of the layout submitted, and shall in no way constitute approval of the Final Plat. Preliminary Plat approval shall be effective for a period of one (1) year, and such additional periods, as may be specifically approved in writing by the Commission.

E. Final Plat Review Process

The Final Plat review process is intended to provide a formal basis for Commission consideration and action on a subdivision following Preliminary Plat approval of the subdivision or consideration and action by the Director on a subdivision prior to recording the Final Plat, as required by these Regulations. With the exception of administrative and minor subdivisions, as defined herein, where a Preliminary Plat is not required, the Final Plat shall conform to the approved Preliminary Plat, and shall reflect any modifications and changes prescribed by the Commission at the time of Preliminary Plat approval.

Where the applicant wishes to develop a subdivision in stages, the Final Plat may constitute only that portion of the approved Preliminary Plat that the applicant proposes to record and develop at a given time, provided that such portion conforms with all the requirements and standards of these Regulations.

F. Final Plat Data Requirements and Certifications

The Final Plat shall show or be accompanied by the following information and shall also meet all requirements of the State Plats Act (Chapter 109, Section 1 et. sec., Ill. Rev. Stats.). In case of any conflicts with the Act, the following provisions shall control:

1. Drafting Standards

The Final Plat shall be prepared in accordance with the drafting standards contained in the approved administrative rules formulated by the Director pursuant to Section 1.F, Administration, herein.

2. Existing Information

a. Identifying Information, including the following:

- (1) Name of the subdivision;
- (2) Legal description of the subdivision, including location by section, township and range;
- (3) Name and address of the applicant(s) and owner(s), if other than the applicant;
- (4) Name and address of the Registered Engineer or Registered Land Surveyor preparing the Final Plat;
- (5) Date the Final Plat was drafted, with the north point and scale; and
- (6) Vicinity Map at a scale of not less than one (1) inch equals one thousand (1,000) feet, showing the relationship of the tract to be subdivided to all adjoining property, and to all streets and municipal boundaries existing within one thousand (1,000) feet of any part of the tract.

b. Existing conditions, including the following:

- (1) Complete boundary survey of the property to be subdivided, showing all courses, distances, the area and "tie-ins" to all adjacent street intersections;

- (2) The location, name and right-of-way width of each existing street; and the location and width of all other public and private rights -of-way;
- (3) The location and angles of departure of all adjoining property lines and street right-of-way lines;
- (4) The location and names of record owners of adjoining unsubdivided land, including tax parcel number and other appropriate deed references;
- (5) The location and names of adjoining recorded subdivisions, including lot and block numbers and, where available, date of approval and subdivision case number; and
- (6) The location, size and ownership of all existing utility easements, both within the subdivision and within one hundred (100) feet of the subdivision's boundaries.

3. Proposed Layout

- a. Lot layout with lots numbered in numerical order. In tracts containing more than one block, the blocks shall be lettered in alphabetical order;
- b. The area in square feet and the exact dimensions of each lot, parcel, site or other unit shown on the Final Plat;
- c. The names, exact right-of-way widths and pavement widths of all proposed streets;
- d. Sufficient data to determine the location, bearing and length of every street, lot and boundary line;
- e. Required building setback lines defining front yard setbacks and, where applicable, corner side yard setbacks for each lot with respect to the abutting street(s);
- f. Location and dimensions of all parcels proposed to be dedicated or reserved for open space, as defined herein, or for other public uses, with the purposes indicated thereon. Accurate legal descriptions shall be written for each parcel so dedicated or reserved;
- g. The location, width and purpose of all easements or rights -of-way, including description of boundaries by bearings and dimensions;
- h. The location and description of all markers, monuments, or other evidence found or established to determine the boundaries of the subdivision; and
- i. Private restrictions and covenants, if any, proposed for inclusion in the property deeds.

4. Final Plat Certifications

The following certifications and related information shall appear on the Final Plat:

- a. Certification of Ownership and Dedication signed and acknowledged by all parties having any record title interest in the land subdivided consenting to the preparation and recording of the Final Plat, the establishment of minimum building setback lines and the dedication of public uses, including streets, alleys, sidewalks, utility and storm drainage easements and rights-of-way, open space, and such other areas as approved for dedication for public use by the Commission;

- b. A separate recorded statement from the property owner(s) indicating the school district within which the subdivision is located;
- c. Certification of Accuracy signed and sealed by a registered engineer or registered land surveyor responsible for the land survey and the preparation of the Final Plat. This Certification shall also indicate whether the subdivision, or any portion of it, is located within a flood hazard area;
- d. Certification signed by the City Engineer approving the installation of streets and other public improvements, as defined herein, in accordance with all City specifications where these improvements have been completed, dedicated and accepted by the City prior to Final Plat approval;
- e. Certification signed by the Finance Director acknowledging that a bond, in the amount determined by the City Engineer and in the form determined by the City Council, has been posted with the City of Park Ridge guaranteeing completion of all streets and public improvements, in accordance with City specifications, where these improvements have not been completed, dedicated and accepted by the City prior to Final Plat approval;
- f. Certification signed by the Cook County Clerk acknowledging that all current taxes on the property included in the subdivision have been paid;
- g. Certification signed by the Chairman of the Commission certifying that the subdivision shown on the Final Plat is in full compliance with these Subdivision Regulations and approving the Final Plat for recording with the Cook County Recorder of Deeds;
- h. Certification signed by the Mayor and attested by the City Clerk approving the Final Plat for recording with the Cook County Recorder of Deeds;
- i. Certification signed by the Director that the process of subdivision approval is in full compliance with these Subdivision Regulations and approving the Final Plat for recording with the Cook County Recorder of Deeds; and
- j. Easement Provision Statements signed by all private utility companies, such as electric, telephone, cable and natural gas, where necessary to serve the subdivision.

G. Consideration of the Final Plat

The Commission or the Director shall act either to approve or disapprove the Final Plat within sixty (60) days from the date the Plat is received and accepted by the Department. The applicant may waive the sixty (60) day limitation and consent in writing to an extension of such period.

1. Certification of Approval. Approval of the Final Plat shall be noted by the signing of the Certificate of Approval by the Chairman of the Commission or the Director on the Plat, which shall then be recorded by the applicant with the Cook County Recorder of Deeds.
2. Final Plat Disapproval. Should the Commission disapprove the Final Plat, its decision with respect to the Plat shall be set forth in the Commission's minutes, along with the vote and the reasons for disapproval. If the Director disapproves the Plat, the applicant shall be notified.
3. Effect of Final Plat Approval. Every Final Plat approved by the Commission or the Director shall, by virtue of such approval, be deemed to be an amendment of or an addition to the Comprehensive Plan and the Official Map.

The Commission shall have the authority to place limitations and restrictions upon an approved subdivision designed to promote the purposes of the Comprehensive Plan and the Zoning Ordinance. These limitations and restrictions shall be stated upon the Final Plat prior to its

approval and recording, and shall have the same force of law and be enforceable in the same manner and with the same sanctions and penalties and subject to the same power of amendment or repeal as though set out as a part of the Comprehensive Plan or Zoning Ordinance.

Approval of the Final Plat shall not constitute acceptance by the City of any of the public improvements shown upon the Final Plat. Acceptance of the improvements shall be accomplished only in accordance with the provisions of this Chapter and other applicable ordinances and regulations.

H. Administrative Subdivision Plat Procedures

For subdivisions, which fully meet the definition of an administrative subdivision, the applicant for such a subdivision need not submit a Preliminary Plat, and shall only be required to abide by provisions for the review and consideration of a Final Plat, as set forth in Sections 2.E and 2.F above. Only the following Final Plat Certifications in Section 2.F.4 are required, where applicable: 2.F.4.a, c, d, e, f, i and j.

I. Minor Subdivision Plat Procedures

For subdivisions, which fully meet the definition of a minor subdivision, the applicant for such a subdivision need not submit a Preliminary Plat, and shall only be required to abide by provisions for the review and consideration of a Final Plat, as set forth in Sections 2.E, 2.F and 2.G above. Only the following Final Plat Certifications in Section 2.F.4 are required, where applicable: 2.F.4.a, c, d, e, f, g, h and j.

J. City Council Action

With the exception of administrative and minor subdivisions, the City Council shall take no action on a Preliminary or Final Plat unless the plat has first been recommended for approval by the Commission.

K. Recording of the Final Plat

Upon approval of the Final Plat by the Director or the Commission and the City Council, and upon completion of obtaining all applicable signatures on the plat, the applicant shall immediately submit to the Department a reproducible copy of the Final Plat and then record the signed original with the Cook County Recorder of Deeds within thirty (30) days of the date of approval by the Director or the Commission and City Council, unless the applicant requests a postponement in writing, in which case the Final Plat shall be recorded with the Cook County Recorder of Deeds no later than ninety (90) days from the date of Commission approval. Failure on the part of the applicant to comply with the above recording requirements within the time limits set forth shall render the Commission's action in approving the Final Plat null and void.

Upon recording the Final Plat, the applicant shall immediately return to the Department an exact copy of the Final Plat, affixed with a recording number and date, and receipt of recording. The Department, upon receipt of the exact copy of the recorded Final Plat, shall compare the copy with the file copy retained at the time the Final Plat was approved. If there are any additions, deletions or alterations to the exact copy of the recorded Final Plat, when compared to the file copy, except for the markings incidental to the recording process, the approval of the subdivision and the Final Plat shall be null and void.

Under no circumstances shall a building permit be issued by any City official for the construction of a structure upon a lot contained within a subdivision, unless the Final Plat for the subdivision has been approved by the Commission or the Director, in accordance with these Regulations; the Final Plat has been recorded with the Cook County Recorder of Deeds; and an exact copy of the Final Plat, affixed with a recording number and date, and the receipt of recording, have been submitted to the Department verifying that the Final Plat has been recorded.

SECTION 3: SUBDIVISION DESIGN STANDARDS

A. Scope of Design Standards

Every subdivision shall conform with the design standards and principles contained in this Section. No person, firm or corporation shall subdivide land, except in compliance with these requirements. In applying these design standards, the following general principles shall govern:

1. Every subdivision shall conform to the policies and principles generally exhibited in the Comprehensive Plan including, but not necessarily limited to, the Transportation Plan Map. Furthermore, no subdivision shall be approved, which is not in full compliance with the provisions of the Zoning Ordinance and all other applicable ordinances, statutes and regulations.
2. The standards and requirements outlined in these Regulations shall be considered the minimum for the promotion of the public health, safety and general welfare of the City.
3. All portions of a tract being subdivided shall be taken up in lots, streets, public lands or other proposed uses, so that remnants and landlocked areas shall not be created.
4. No subdivision shall be approved, unless adequate access exists over approved streets to the tract being subdivided, or unless such access will be provided by the applicant. Furthermore, no subdivision shall be approved if the tract to be subdivided is considered by the Commission to be unsuitable for such use by reason of flooding or improper drainage, geological structure, topography or any other feature harmful to the health, safety and general welfare of present and future residents of Park Ridge.

B. General Subdivision Layout and Design

1. The arrangement, character, extent, width, grade and location of all proposed streets within a subdivision shall be considered with respect to their relationship to existing and planned (platted) streets, topographic conditions, public convenience and safety and appropriate relationship to the proposed uses of land to be served by such streets.
2. The overall street plan for any subdivision shall provide vehicular access to the subdivision by a public or private street(s) connected to the City's existing street system.
3. Street jogs are prohibited with centerline offsets of less than one hundred (100) feet.
4. Half streets are hereby prohibited. In the case of an existing half street, whenever the property constituting the undedicated portion of said half street is contiguous to a tract to be subdivided and owned by the applicant of the subdivision, the undedicated half of the street shall be indicated on the plat of subdivision for dedication to the public.
5. Where not indicated to the contrary in the Comprehensive Plan, the arrangement of all streets within a subdivision shall either:
  - a. Provide for the logical continuation or appropriate projection of existing or planned (platted) streets adjoining the tract to be subdivided; or
  - b. Where topography or other conditions make continuation or projection of existing streets unnecessary or impracticable, such arrangement of streets shall conform to a general area plan approved by the Commission.
6. New local streets in residential neighborhoods shall be laid out in such a way so as to discourage through traffic.
7. Where a subdivision abuts an existing or proposed arterial street or other streets carrying heavy traffic, or where said subdivision contains an existing or proposed arterial street, the Commission may require local access or frontage streets, reversed frontage with screen planting contained in a

non-access reservation along the rear property line, deep lots with rear service alleys, or such other treatment, including wider pavement widths, as may be necessary for adequate protection of residential or other properties and separation of local and through traffic.

8. Where a subdivision borders or contains a railroad or limited access highway right-of-way, the Commission may require a frontage street approximately parallel to and on each side of the right-of-way, and at such a distance, as required for appropriate use of intervening land, if any, and with due regard for the requirements of future approach grades and grade separations.
9. A subdivision plat, involving new or existing streets crossing railroad tracks, shall provide adequate right-of-way and slope easements for the construction of an underpass or overpass.
10. No street intersection shall include more than four street approaches.
11. Streets shall be laid out so as to intersect as nearly as possible at right angles, and no street shall intersect another at less than sixty (60) degrees provided, however, that other arrangements for the smooth merging of traffic shall be permitted where the total effect on the intersection is to reduce traffic hazards and to provide for smooth traffic flow at the intersection as a whole.
12. Property lines at the intersection of two local streets or of a local street with a cul-de-sac or an alley shall be curved with a minimum radius of twenty-five (25) feet. Property lines at all collector and arterial street intersections shall be curved with a minimum radius of fifty (50) feet.
13. A tangent with a minimum length of one hundred (100) feet shall be introduced between reverse curves on all arterial and collector streets.
14. When connecting street lines deflect from each other, they shall be connected by a curve with a sufficient radius to insure a sight distance adequate for visibility and safety. The size of the radius shall be determined by the City Engineer after consideration of the character of the street and the types and speed of traffic anticipated.
15. If a portion of a tract is not subdivided, suitable access shall be provided for street openings to allow for eventual subdivision of the entire tract.
16. Dead-end streets are prohibited, except as stubs to adjoining tracts. Where stub streets are constructed abutting unsubdivided acreage, temporary easements for turnarounds shall be provided at the boundary lines of the subdivision, and appropriate arrangements shall be made for those portions of the turnarounds outside of street rights-of-way to revert to abutting owners, at such time as the street is extended.
17. Private streets are prohibited in all subdivisions unless specifically authorized by the Commission. Where private streets are authorized, the applicant shall be required to construct the streets in full compliance with specifications and the design standards contained in these Regulations.

C. Street and Alley Design Standards

1. Street Classification. All streets within or abutting a subdivision shall be classified either as an arterial, collector, local or cul-de-sac street. Streets appearing on the Transportation Plan Map of the Comprehensive Plan shall be classified in complete accordance with the Map. Where streets are not referred to in the Comprehensive Plan, the appropriate classification shall be as determined by the Commission after consideration is given to the proposed density and/or land use of the property adjacent to the streets or within the tract to be subdivided.
2. Right-of-Way and Pavement Widths for Proposed Streets and Alleys. The following minimum standards shall apply to all proposed streets and alleys within or abutting a subdivision. All streets

and alleys shall be fully paved and, in no case, shall the right-of-way or pavement widths of any proposed street or alley within or abutting a subdivision be less than the following:

<u>Classification</u>	<u>Minimum Right-of-Way Width (feet)</u>	<u>Minimum Pavement Width (feet) Excluding Curb/Gutter</u>
a. Arterial	80	44 (plus turn lanes, as required)
b. Collector	80	36
c. Local	66	32
d. Cul-de-sac	100	80
e. Alley	20	16

3. Grade Standards for Proposed Streets, Alleys and Parking Lots. No proposed street, alley or parking lot within or abutting a subdivision shall exceed the following grades:

<u>Classification</u>	<u>Maximum Grade (percent)</u>
a. Arterial	6.0
b. Collector	8.0
c. Local	8.0
d. Cul-de-sac	8.0
e. Alley	10.0
f. Parking Lot	6.0

4. Drainage Standards for Proposed Streets and Alleys. For adequate drainage, the minimum grade for a proposed street or alley within or abutting a subdivision shall not be less than one-half of one (0.5) percent, or as approved by the City Engineer, in accordance with acceptable engineering standards.

A normal crown shall be provided on all streets and alleys, not super-elevated, of one-quarter inch per foot straight slope extending in a cross section from the edge of pavement to the centerline, symmetrical to the center.

5. Design Standards for Existing Streets. Whenever a subdivision contains lots which front on an existing arterial, collector, local or cul-de-sac street, the applicant shall be required to conform to the same design standards required for proposed streets as set forth in Section 3.C.1 through 3.C.3 above, except that the Commission may grant, subject to City Council approval, a variation to this requirement, in accordance with Section 1.I, Variations, where the reconstruction of the existing streets would be inconsistent with the character and development pattern of the surrounding neighborhood; or where, in the opinion of the Commission, such reconstruction would cause severe and unnecessary hardship to the applicant.

6. Dedication. Rights-of-way intended for streets, pedestrian ways, water mains, sanitary sewers, storm drains, trees or any other use involving maintenance by a public agency, shall be dedicated by fee ownership to public use and shown as such by the registered engineer or land surveyor preparing the Final Plat, on which the right-of-way is established.

7. Arterial Streets. Arterial streets are subject to the necessary control of entrances, exits and curbs.

D. Street Names

No street name shall be used which duplicates, or is likely to be confused with the name of an existing or planned (platted) street. Proposed streets, which are in alignment with or are projections of existing or planned (platted) streets, shall bear the same name as those streets.

E. Alleys

1. Residential Areas. As a general rule, alleys shall not be permitted in subdivisions located in residentially zoned districts. However, where alleys are needed, due to unusual and extreme conditions of topography, traffic flow or access, the Commission may require the construction of alleys.
2. Business Areas. Where the Commission determines that the public interest will be served by requiring alleys in subdivisions located in commercially zoned districts for the purpose of facilitating off-street parking or loading, alleys shall be required in accordance with the design standards in these Regulations.
3. Dead-End Alleys. In no event shall dead-end alleys be permitted.
4. Alley Access. No alley shall serve as the principal means of access for any lot within a subdivision. All such lots shall front upon a street.

F. Cul-de-Sacs

No cul-de-sac streets shall be longer than six hundred (600) feet from the nearest intersecting street and shall be provided at the closed end with a turnaround having a curb radius of at least sixty (60) feet. Between the street and the circle there shall be a twenty-five (25) foot reverse radius.

G. Sidewalks

Concrete sidewalks, not less than five (5) feet wide, shall be required abutting the property lines adjacent to all streets to provide for adequate and safe pedestrian circulation and access to schools, parks, shopping, employment, transportation and other community facilities. Pedestrian ways shall not be less than five (5) feet in width and shall be located within a public right-of-way of not less than ten (10) feet in width.

H. Parkways

Along each side of a street within or adjacent to a subdivision, a landscaped parkway shall be provided containing a minimum width of ten (10) feet measured between the curb and sidewalk.

I. Block Standards

1. Lengths, widths and shapes of blocks shall be determined with due regard to:
  - a. Provision of adequate building sites suitable to the special needs of the type of use anticipated;
  - b. Zoning requirements where applicable to lot sizes and dimensions;

- c. The need for convenient access, circulation, control and safety of street and pedestrian traffic; and
  - d. Limitations and opportunities of topography.
2. Block lengths shall not exceed fourteen hundred (1,400) feet nor be less than three hundred (300) feet, except where alternate designs are approved by the Commission.
  3. Blocks shall normally be designed with sufficient width to provide two tiers of lots. However, the Commission may approve a more flexible block width design where, due to the existence of heavy traffic, railroad tracks, streams, drainage courses, multifamily housing, commercial areas, schools, churches or other intense land uses, a two-tier block design is not appropriate.
  4. For blocks longer than six hundred (600) feet, the Commission may require pedestrian ways if deemed essential to provide reasonable and safe pedestrian circulation and access.

J. Lot Standards

1. Lot size, width, depth, shape and orientation shall be appropriate for the location of the subdivision and the type of development and use contemplated.
2. All lot dimensions shall be in full conformance with the provisions of the Zoning Ordinance for the zoning district(s) in which the subdivision is located.
3. Where not stipulated in the Zoning Ordinance, lot dimensions for subdivisions located in business districts shall be adequate to accommodate off-street parking and service facilities required by the type of use and development anticipated.
4. Double frontage and reversed frontage residential lots shall, in general, be avoided except where essential to provide residential separation from arterial streets or to overcome other disadvantages of orientation or topography.
5. Corner lots shall be considered as having frontage on both streets. All corner lots shall be sufficiently wide to allow for the erection of buildings and structures that observe the minimum front yard setback and corner side yard from both streets.
6. Where utility or other easements are involved, lot lines shall be so arranged with respect to the easements, so as to permit efficient installation of the utilities without unnecessary irregularities in alignment.
7. Each lot shall abut on a private or dedicated public street.
8. All side lot lines shall be approximately at right angles or radial to the front lot line and the abutting street line.

K. Building Setback Lines

Building setback lines shall appear on each lot shown on a plat of subdivision. The building setback line, indicating the minimum front yard setback for a lot shall be drawn in accordance with the front yard setback stipulated in the Zoning Ordinance for the zoning district in which the lot is located.

In the case of corner lots, the setback line indicating the minimum corner side yard setback shall be drawn in accordance with the setback stipulated in the Zoning Ordinance for the front yard setback of the lot.

L. Easements

An easement shall be provided for public utilities, as defined herein, adjacent to the rear lot line within each lot of a subdivision. The minimum right-of-way width of the easement shall be ten (10) feet.

#### SECTION 4: REQUIRED PUBLIC IMPROVEMENTS

##### A. Purpose and Scope

1. The purpose of this Section is to delineate the public improvement and related installations that shall be required of the applicant, as condition of Final Plat approval.
2. All construction shall be completed in accordance with specifications, in a manner acceptable to the Commission and other applicable City departments and officials.
3. Whenever existing public improvements located within or abutting a subdivision are determined by the City Engineer to be deteriorated or not in conformity to specifications, the public improvements shall be reconstructed or replaced by the applicant in such a manner so as to fully conform with the specifications.
4. All required public improvements in these Regulations shall be installed and constructed by the developer who shall pay all costs involved in installation, construction, inspections and testing, including the costs for resident engineering services.
5. Approval of the Final Plat by the Commission or the Director does not constitute permission to construct required public improvements. Appropriate permits must first be obtained from the City before construction may commence.

##### B. Streets and Alleys

Streets and alleys shall be graded, surfaced and paved in accordance with applicable specifications and in full compliance with the design standards in Section 3 of these Regulations. Curbs and gutters shall be built in accordance with the specifications along all streets.

In accordance with Section 3.C.5 of these Regulations, a subdivision containing a lot(s) which fronts on an existing street, shall be required to dedicate appropriate right-of-way (if needed), and reconstruct and improve the existing street in full compliance with the specifications and design standards, unless the Commission grants a variation to this requirement in accordance with Section 1.I, above, subject to City Council approval.

##### C. Sidewalks and Curb Cuts

Sidewalks, curb cuts and driveway aprons shall be constructed in accordance with the specifications and design standards in Section 3 of these Regulations. Pedestrian crosswalks shall be required by the Commission, where deemed essential to provide interior circulation and access to schools, parks, and other community facilities.

Where the City Engineer finds that sidewalks, other than those located at the edges of streets, would provide safe, logical and convenient routing of pedestrian traffic, the sidewalks, constructed in a manner appropriate to their purpose, may be required by the Commission.

##### D. Street Name Signs and Street Lights

Street name signs shall be installed in accordance with appropriate specifications at all street intersections. At intersections, there shall be at least two such street signs.

Street lights, where required by the Commission, shall be installed in all subdivisions in accordance with appropriate specifications. The applicant shall pay all costs involved in installation and all maintenance and

operation costs incurred until said street lights are formally accepted by the City, in accordance with the procedures set forth in these Regulations.

E. Parkway Trees

Parkway trees shall be planted in the parkways, along both sides of all streets within or adjacent to a subdivision. Tree planting and parkway landscaping shall be performed in accordance with appropriate specifications. The species, quantity, size and location of parkway trees shall be approved by the Commission or the Director, upon the recommendation of the City Forester.

F. Sewers

Each lot within a subdivision shall be provided with a connection to a sewer system to be constructed, where necessary, by the applicant. The required sewer system shall be connected to the City's existing sewer system at a point approved by the City Engineer. Every sanitary sewer system within a subdivision shall be designed, constructed, inspected and tested in accordance with appropriate specifications, and the applicant shall be responsible for paying to the City all related fees, charges and assessments as set forth in the specifications.

G. Storm Drainage Facilities

1. In all subdivisions, the applicant shall provide storm drains, culverts, drainage-ways or other improvements, as may be required to collect and dispose of all water originating on or flowing across the property to be subdivided, without inundating or damaging neighboring streets, lots or properties. All storm drainage systems shall be designed in accordance with appropriate specifications.
2. Wherever the City Engineer determines natural surface drainage to be inadequate, the applicant shall construct a storm drainage system, with catch basins appropriately spaced along the streets, and within the rear yard of each lot in the subdivision.
3. The applicant, in designing a storm drainage system for a subdivision, shall consider the present and future expected runoff from the surrounding watershed area, and shall submit to the City Engineer a certification by a Registered Engineer stating that all proposed storm drainage facilities are adequately designed to safely handle surface drainage from the surrounding watershed area. If required by the City Engineer, larger storm sewers, than those needed to serve the immediate subdivision, shall be installed.

H. Water Supply

Each lot within a subdivision shall be provided with a connection to a water supply system to be constructed, where necessary, by the applicant. Such a system shall be designed so as to adequately handle the water supply needs for the type of development proposed, and related to the existing and potential surrounding development areas so as to form a logical part of a coordinated public water system minimizing potential water supply problems for the general area. The water supply system may also require appropriately located fire hydrants, if the City Engineer finds the existing fire protection system to be insufficient within the immediate area. Additional fire hydrants shall be connected to the City's existing water main system at a point(s) approved by the City Engineer. Every water supply system within a subdivision, including required fire hydrants, shall be designed, constructed, inspected and tested in accordance with Specifications, and the applicant shall be responsible for paying to the City all related fees, charges and assessments as set forth in said Specifications.

I. Parks, Open Space and Other Dedications

Every applicant for a residential subdivision may be required, at the discretion of the Commission, to dedicate land within said subdivision for a public purpose such as public facilities, parks, open space or school sites whenever, in the opinion of the Commission, there is a demonstrated public need for such a dedication brought about by reason of said subdivision.

Any land dedicated for a public purpose shall be indicated on the Final Plat, and the governmental jurisdiction to which such land is dedicated shall indicate its acceptance. The Commission shall see to it that any land to be dedicated is suitable in terms of its size, dimensions, accessibility, topography, and general character with respect to its intended purposes, and is in accordance with the land use and community facilities objectives of the Comprehensive Plan.

J. Permanent Monuments

Monuments shall be placed at all block corners, angle points, points of curves in streets and at such intermediate points as may be required by the City Engineer and by the State Plat Act (Chapter 109, Section 1 et. seq., Ill. Rev. Stats.). The monuments shall be of permanent character and installed in such a manner that they may be readily found by a registered land surveyor.

SECTION 5: REQUIRED AGREEMENTS

A. Assurances and Guarantees

Before the Commission approves a Final Plat for any subdivision, the Commission shall determine if one of the two following requirements has been fully satisfied by the applicant:

1. That all required public improvements have been completed, inspected and accepted by the City Council, in accordance with the provisions set forth for such acceptance; or
2. Where required public improvements have not been completed, acceptable assurances shall be made to the City Council guaranteeing completion of all the public improvements, in full compliance with appropriate specifications and the design standards in these Regulations.

B. Security Bonds

A bond shall be posted by the applicant with the Finance Director in a form acceptable to the City, in an amount specified by the City Engineer, and that provides acceptable guarantees to the City Council that all public improvements shall be constructed in full accordance with appropriate specifications and the design standards set forth in these Regulations. The applicant shall further assure satisfactory performance of the public improvements until they are accepted by the City in accordance with Section 5.C. of these Regulations.

Specifically, the applicant shall be required to post a bond and agree to the following, where applicable:

1. To construct and install, or cause to be constructed and installed at the applicant's expense, all streets, curbs, sidewalks, crosswalks, fire hydrants, drainage facilities, street signs, monuments, water and sewer facilities, street lights and other public improvements in strict accordance with the Final Plat, as approved by the Commission, and in strict accordance with the design standards in these Regulations and appropriate specifications;
2. To maintain, at the applicant's cost, all streets, curbs, sidewalks, fire hydrants, drainage facilities, street signs, monuments, water and sewer facilities, and other public improvements, until they are accepted by the City, in accordance with Section 5.C.; and
3. To obtain, at the applicant's expense, the easements and releases required when any street, storm drainage facility or other public improvement abuts or traverses land of persons other than the person(s) holding legal title to the lands included in the subdivision.

The Commission shall not approve a Final Plat for a subdivision unless the Finance Director certifies on the Plat that a bond has been posted in accordance with the provisions above guaranteeing the installation and construction of all required public improvements where they have not been completed prior to Final Plat approval.

Furthermore, the Commission shall not approve a Final Plat for a subdivision unless the applicant has provided the Commission with acceptable proof that the regulations governing parks, open space and other dedications have been fully satisfied, and that the applicant has dedicated the required land, if required to do so by the Commission.

C. Acceptance of Public Improvements and Dedications

The construction and installation of required public improvements, in accordance with the terms of these Regulations, shall in no way be construed as acceptance by the City or an acceptance of an offer of dedication. All dedications, with the exception of land dedications, shall be considered only as offers of dedication until formally accepted by the City Council, in accordance with the following provisions:

1. All offers of dedication to the City of any public improvements, as defined herein, shall only be considered accepted after all of the following procedures have been completed:
  - a. A dedication or easement, with respect to the land on or in which the public improvements are located, has been indicated on the Final Plat;
  - b. Written correspondence has been received by the City Council from the applicant formally requesting the City's acceptance of the public improvements;
  - c. The City Engineer has certified that the public improvements have been satisfactorily constructed, in full compliance with appropriate specifications, and have performed in an acceptable manner for a period of one (1) year; and
  - d. The City Council has accepted the public improvements by a formal resolution.
2. A rejection by the City on an offer of dedication of public improvements shall not preclude reapplication or re-offer to dedicate either immediately or at any later date.

D. Release of Bonds

Any bond or other securities established in accordance with the provisions of these Regulations shall be released by the City Council when the City Engineer certifies that all requirements have been fully satisfied and when all required public improvements are accepted by the City Council, in accordance with Section 5.C.

SECTION 6: VIOLATIONS AND PENALTIES

A. Violations

1. Illegal Sale

As of the effective date of these Regulations, any person who shall sell, offer for sale or lease any lot or parcel of land within the City or within those areas of unincorporated Cook County over which the City has extraterritorial jurisdiction, whether such sale or leasing shall be by lot and block number or by metes and bounds, and before all of the requirements of these Regulations have been fully complied with, and before the lot or parcel, or the subdivision containing such lot or parcel, has been approved by the Commission in accordance with these Regulations, and before the lot or parcel has been properly recorded as a lot of record within a legal subdivision with the Cook County Recorder of Deeds, such person shall be in violation of these Regulations, and the City or its appropriate officers or any interested persons shall be authorized to prosecute such person and institute

proceedings to have the conveyance of the aforementioned illegal lot or parcel declared to be a nullity and stricken from the records of the Recorder of Deeds or the Cook County Registrar of Titles, as the case may be.

2. Illegal Recording

As of the effective date of these Regulations, no subdivision, or parcel or lot therein, within the City, or within its area of extraterritorial jurisdiction, shall be entitled to record the Final Plat with the Cook County Recorder of Deeds or the Cook County Registrar of Titles, until it has been approved in accordance with these Regulations. In the event that an unapproved subdivision, or parcel or lot therein, is recorded, it shall be considered invalid and the City or its appropriate officers or any interested person shall be authorized to institute proceedings to have the plat, or the parcel or lot therein, stricken from the records of the Cook County Recorder of Deeds or Cook County Registrar of Titles, as the case may be.

B. Penalties

Any person violating any of the provisions of these Regulations shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined an amount not less than twenty-five dollars (\$25.00) nor more than five hundred dollars (\$500.00). A separate offense shall be deemed committed for each day such violation is committed or permitted to continue, and shall be punishable as such hereunder.