



1400 Mt. Zion Parkway  
Mt. Zion, IL 62549  
www.mtzion.com  
Office: 217-864-5424  
Fax: 217-864-5935

**VILLAGE OF MT. ZION**  
**Preliminary-Final Plat-Plan Development**  
**For all Major and Minor Subdivisions**

Note: Sub divider or his agents are required to first meet with the Village Plan Commission for a pre-application conference and site investigation. Call 217-864-5424 to arrange a meeting with the plan commission.

General description of property to be subdivided:

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Size of lot(s) \_\_\_\_\_ Number of proposed lots \_\_\_\_\_

Property use of property:

\_\_\_\_\_  
(residential, business, industrial state type of business or industry)

Zone Requested \_\_\_\_\_ Present Zone if any \_\_\_\_\_

What general improvements are planned (roads, water, storm, sewer, utilities, etc.)

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Owner of property: \_\_\_\_\_

Address of property owner: \_\_\_\_\_

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Phone: \_\_\_\_\_

**Maps:**

Please attach maps of property to be subdivided. Maps must include the following:

1. Preliminary Plat Maps – 3 copies (major subdivisions only):
  - (a) Scale of one inch equals 100 ft., with the north point.
  - (b) Name of subdivision, name, and address of owner, name and seal of the subdivider, engineer, and registered land surveyor.
  - (c) The legal description of the plat, total acreage, number of lots.
  - (d) Date of preparation, approximate acreage, boundary line of subdivision.
  - (e) Layout of streets with names, proposed, and existing utilities, easements, minimum front, and size street building lines with dimensions, lot dimensions-lot numbers only.
  - (f) Construction plans containing cost estimates, cross-sections of streets, proposed grades, exiting drainage courses, watershed area, location of

- sidewalk, type of roadway pavement, water, sanitary sewer, storm sewer, and other facilities.
2. A location map (10 copies) showing:
    - (a) The general location of the subdivision and its relationship to surrounding areas with a scale of one inch equals 1,000 ft., include all streets and other major facilities.
    - (b) A legal description of the proposed subdivision, with the name and address of subdivider.
    - (c) A north point and graphic scale and date of submission.
    - (d) A written statement of how water and sewage treatment will be handled.
  3. Site analysis maps-4 maps showing:
    - (a) Scale of not more than one inch equals 200 ft.
    - (b) Type of soil map (1)-available through the county soil and water conservation district.
    - (c) Topographic map (2) of area – available from USGS topo maps.
    - (d) Vegetation map (3) – aerial photos from county regional plan commission office.
    - (e) Flood level map (4) – available from state water survey department of registration.

**Bonds and Financial Guarantees** Major subdivisions only

Please Include:

**Construction agreement** with village board that all improvements shall be constructed at subdividers expense and that all improvements will be completed within 24 months of approval of the preliminary plat.

**Performance guarantee** (Subdivider may execute financial guarantees in lieu of actual installation of required improvements when requesting conditional approval of the final plat).

**Maintenance guarantees** Maintenance bond is required, amount determined by the village engineer.

**Liability insurance** subdivider shall furnish such insurance as is deemed necessary by the Village.

**Title insurance** evidence must be shown that title is insured in an amount of not less than \$1,000.00