

PART 5 | ADMINISTRATION AND ENFORCEMENT

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Article 50 REVIEW AND DECISION-MAKING BODIES

50-01 SUMMARY OF REVIEW AND DECISION-MAKING ROLES

The following table provides a summary of review and decision-making roles in the subdivision review process. In the event of conflict between this summary table and the procedures of Part 6, the procedures of Part 6 will govern.

	Planning and Zoning	Chief Subdivision Engineer	Road District	P&Z Commission	Plat Committee	County Board
Subdivision						
-Pre-application Meeting	R	R	R			
-Preliminary Plat	R	R	R	R	DM	
-Improvement Plan		DM				
-Final Plat		R			DM	
Minor Waivers/Modifications		DM				
Major Waivers/Modifications	R	R	R	R	R	DM
Vacations	R	R	R	R	DM	
Appeals of Admin. Decisions					R	DM

R = Review and/or Recommendation; DM = Final decision-making authority

50-02 COUNTY BOARD

The full County Board has final decision-making authority on requests for major waivers or modifications (See Article 47) and on appeals of administrative decisions (See Article 48).

50-03 PLAT COMMITTEE

The Plat Committee of the County Board reviews and recommends major waivers or modifications and appeals of administrative decisions (See Article 47 and Article 48). The Plat Committee has final decision-making authority on preliminary plats, final plats, and vacations (See Article 43, Article 45 and Article 46, respectively).

50-04 PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission reviews and makes recommendations for approval or denial of preliminary plats (See Article 43).

50-05 PLANNING AND ZONING DIVISION OF THE WILL COUNTY LAND USE DEPARTMENT

The Planning and Zoning Division of the Will County Land Use Department is responsible for participating in pre-application conferences and for reviewing and evaluating preliminary plats for compliance with adopted County plans and policies. After each review, the planning division must forward to the developer and Chief Subdivision Engineer, a written review noting deficiencies and comments.

50-06 CHIEF SUBDIVISION ENGINEER

50-06-A. The County Executive has sole authority to designate a Chief Subdivision Engineer and an acting Chief Subdivision Engineer to act in the absence of the Chief Subdivision Engineer. The Chief Subdivision Engineer and any acting Chief Subdivision Engineer must be Illinois registered professional engineers.

50-06-B. In addition to any other duties expressly assigned by this subdivision ordinance, the Chief Subdivision Engineer is responsible for:

1. Maintaining permanent and current records with respect to the regulations of this subdivision ordinance;

2. Receiving and filing all plans, preliminary plats, site development plans for permit, construction or improvement plans, subdivision guarantees, and final plats, together with applications therefore;
 3. Reviewing all preliminary plats to determine whether such plans comply with these regulations;
 4. Forwarding copies of preliminary plats to other appropriate agencies for input, comments, and/or procedural recommendations;
 5. Forwarding copies of construction improvement plans to the Road District Commissioner;
 6. Receiving and filing transmittal letters from the Road District Commissioner per their review of the improvement plan;
 7. Reviewing all final plats to determine whether they comply with the preliminary plan and these regulations; and
 8. Forwarding preliminary and final plats to the Plat Committee, when required by these regulations, together with the Chief Subdivision Engineer's recommendations.
- 50-06-C. If the workload of the Chief Subdivision Engineer creates undue delay in the review of subdivision plats or special expertise is required, an outside consultant may be hired by the County to assist in the subdivision review and approval process.
- 50-06-D. Developers must bear the cost of any outside consulting support. An outside consultant may only be hired for outside consulting assistance only after the developer agrees in writing to bear all costs of the outside review. The outside engineer review costs will be in addition to the regular plat and permit fees to be paid to the County.

50-07 WILL COUNTY HIGHWAY ENGINEER OR ROAD DISTRICT COMMISSIONER

The Will County Highway Engineer or Road District Commissioner is authorized to review with the Chief Subdivision Engineer all plans and plats and to make determinations concerning compliance with applicable County or township road and drainage design standards and engineering specifications.

50-08 WILL COUNTY HEALTH DEPARTMENT

The Will County Health Department is responsible for reviewing all plats and making determinations and recommendations regarding the type of water supply and sewage disposal facilities needed to provide safe and adequate service to each subdivision. In addition, the Will County Health Department must make determinations in all matters concerning public health. Such determination and recommendations must be reviewed with the Chief Subdivision Engineer.

Article 51 VIOLATIONS AND PENALTIES

51-01 GENERAL

- 51-01-A. Unless otherwise indicated in this subdivision ordinance, a violation of any provision of this subdivision ordinance constitutes an ordinance violation, punishable by a fine not to exceed \$500.00, with each day the violation exists constituting a separate offense.
- 51-01-B. Imposition of a fine does not exempt an offender from compliance with the requirements of this subdivision ordinance.
- 51-01-C. At the option of the Chief Subdivision Engineer, violations may be referred to the Will County State's Attorney for appropriate action.
- 51-01-D. Any person who begins development of any property, sells or offers to sell a lot or other property, before complying with all applicable provisions of this subdivision ordinance will be guilty of a misdemeanor and fined a minimum of \$500.00 per day for each offense, with each day being a separate offense.
- 51-01-E. The remedies provided herein are not exclusive, and the exercise of any remedy does not bar, suspend, or otherwise prohibit the exercise of any right to any other remedy, including, but not limited to, a civil cause of action either at law or in equity.

