

CITY OF BELVIDERE
Community Development



401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 P. 815-547-7177 F. 815-547-0789

APPLICATION FOR PLAT OF SUBDIVISION APPROVAL

If you have any questions about this application, please call the Community Development Department at (815) 547-7177.

NOTE: Applications can be filed at anytime. Applications will not be processed until all of the required information has been submitted. See the attached schedule of meeting dates and deadlines for submittals.

The staff only accepts paper copies of the plat with the application for processing. The original plat (illustrated on mylar, vellum or some other reproducible material) remains with the applicant or surveying firm until time to record.

Plats shall be prepared in accordance with the City of Belvidere Subdivision Code. After the final plat is approved by the City Council, the applicant has a ninety (90) day deadline to record the plat with the County Recorder.

To obtain the municipal signatures, the applicant is advised to deliver the original plat as soon as possible after City Council approval and the non-municipal signatures are in place, to the City Clerk's office. Include your name and daytime phone number. The City Clerk contacts the municipal representatives for signatures and the applicant is notified when completed. **The applicant must then pick up the signed plat and have paper copies made.** The copies with the original plat must be delivered to the County Recorder for recording.

Attached to this instruction sheet are the names, addresses, and telephone numbers of the agencies shown on the plat requiring signatures.

City of Belvidere

(Contact people concerning final plat approval signatures)

1. Commonwealth Edison Co.
Gerald Bouska
Three Lincoln Centre, 4th Floor
Oakbrook Terrace, IL 60181
779-231-2254
Gerald.bouska@comed.com
**** See Below**
 2. Frontier Communications
Paulo Javier
2239 Newburg Road
Belvidere, IL 61008
309-820-1242
Paulo.t.javier@ftr.com
(Send info via email)
 3. Nicor Gas
Veronica Frank
1844 Ferry Road
Naperville, IL 60563
630-388-2562 (office)
vfrank@southernco.com
 4. Comcast Cable
Ted Wyman, Right of Way Engineer
688 Industrial Drive
Elmhurst, IL 60126
224-229-5850
ted_wyman@comcast.com
- Alternate Contact:
Rebecca Luginbill
331-231-6030
X2RLugin@southernco.com
5. Mayor and City Clerk
401 Whitney Blvd. Suite 100
Belvidere, IL 61008
815-544-2612
 6. Department of Public Works
Jordan Keck
401 Whitney Boulevard
Belvidere, IL 61008
815-544-9256
jkeck@belvidereil.gov

**** ComEd – 1st must be reviewed & approved by ComEd Engineering. Gerald Bouska signs off on the plat after engineering has approved.**

CITY OF BELVIDERE

Community Development

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 P. 815-547-7177 F. 815-547-0789

APPLICATION FOR PLAT OF SUBDIVISION APPROVALFOR OFFICE USE ONLY ☐ Preliminary ☐ Final ☐ Replat

Case Number _____

Filing Date _____

Zone District _____

PZC Date _____

BPZ Date _____

CC Date _____

CC Date _____

PLEASE PRINT IN BLACK INK OR TYPE**1) Applicant Name:** _____

Mailing Address: _____

Zip: _____

Daytime Phone: _____ Fax: _____ Email: _____

2) Property Owner Name: _____

Mailing Address: _____

Zip: _____

Daytime Phone: _____ Fax: _____

3) Surveyor/Engineer Name: _____

Mailing Address: _____

Zip: _____

Daytime Phone: _____ Fax: _____

4) Attorney Name: _____

Mailing Address: _____

Zip: _____

Daytime Phone: _____ Fax: _____

5) Contact Person (if different from Applicant): In order to reduce confusion, the staff requests one contact person be designated to discuss issues concerning this petition.

Name: _____

Mailing Address: _____

Zip: _____

Daytime Phone: _____ Fax: _____ Email: _____

6) Proposed Name of Subdivision: _____

7) Property Location: _____

Parcel Identification Number: _____ Section: _____ Twp: _____
Range: _____ Other (attached) _____ Twp. Name: _____

8) Proposed Use(s): _____ Present Zoning: _____
Proposed Zoning: _____ # of Lots: _____ Area of Parcel: _____

9) Are you proposing deed restrictions? _____ Yes _____ No If yes, please attach copy.

10) For residential subdivisions, indicate total number of proposed:

Single-Family: _____ Two-Family: _____ Multi-Family: _____
Indicate total dwelling units of all Multi-Family : _____

11) Your proposed single-family, multi-family, or mobile home plat must comply with the Land/Cash Ordinance adopted by Belvidere / Boone County. Please indicate when you plan to pay the required fee.

_____ At time of final plat approval.

_____ At time of securing building permit for each residential unit. (Applicant must sign "Exhibit B, Agreement", attached to this application)

12) What type of sewage disposal do you propose? _____

13) List all proposed improvements and utilities. State your intention to install or post a guarantee prior to actual installation.

	Improvement	Installation	Guarantee
a.	_____	_____	_____
b.	_____	_____	_____
c.	_____	_____	_____

14) List other materials submitted with this application.

	Item	Number
a.	_____	_____
b.	_____	_____
c.	_____	_____

NOTE: The "Endangered Species Act" entitles the Illinois Department of Natural Resources (IDNR) to review all platting applications for their impact on endangered or protected species. Illinois law allows thirty (30) days for their response. The Applicant is responsible for contacting the IDNR, via the EcoCAT website at DNR.EcoCAT@illinois.gov.

The "National Historic Preservation Act" entitles the Illinois Historic Preservation Agency to review all platting applications for their impact on cultural or historical resources if the proposed development involves State or Federal funding. Illinois law allows thirty (30) days for their response. The applicant is responsible for contacting the Illinois Historic Preservation Agency at (1-217-782-4836).

DECLARATION

I, the applicant, of the above legally described property on which the plat of subdivision is proposed, has provided answers to the questions herein that are true to the best of my knowledge. I have been granted permission by the property owner(s) of the above legally described property to apply for a plat of subdivision on said property.

By virtue of my application for a plat of subdivision, I do hereby declare that the appropriate appointed and elected officials responsible for the review of my application are given permission to visit and inspect the property proposed for plat of subdivision in order to determine the suitability of the request.

Applicant Signature: _____ Date Signed: _____

Property Owner(s) Signature: _____ Date Signed: _____

_____ Date Signed: _____

STAFF SIGNATURE: _____ Date Signed: _____

Filing Fee - Amount Paid: _____ Check Number: _____

FILING PROCEDURE

- A. This form, ten (10) full size copies, and one (1) 11" x 17" copy of each page of the plat shall be filed with this application. Reduction must be readable. All plats must be filed in the Community Development Department at the time of application submittal.
- B. Submit this form and supporting information accompanied by an application fee (make check payable to the **City of Belvidere**). See the attached fee schedule.
- C. Applicants must appear before the Belvidere Planning & Zoning Commission, Building, Planning and Zoning Committee, and the Belvidere City Council for preliminary plats.
- D. For final plats, applicants must appear before the Building, Planning & Zoning Committee, and the City Council.

Additional fees for plats with public improvements.

-Preliminary plat submittals require an Engineering Review fee based on the following:

1 - 5 lots: \$375 flat fee
6 or more lots: \$75/lot

-Final plat submittals require a 3% inspection fee paid prior to the approval and release of the construction plans by the Director of Public Works. The inspection fee is based on the public improvement construction estimate.

-Erosion and Sediment Control Plan fee shall be determined by and collected by the Boone County Soil and Water Conservation District.

Checks for *subdivision filing fees* and *City engineering review fees* for city plats are to be made out to the **City of Belvidere** and shall be submitted to the Community Development Department.

DATE: November 15, 1996

TO: All Applicants Submitting Final Plats for Approval

FROM: Community Development Staff

RE: Easement Statements to be Added to Final Plats

NICOR has requested that the following easement statement be placed on all final plats:

An easement is hereby reserved for and granted to, Nicor Gas, its successors and assigns ("NICOR") to install, operate, maintain, repair, replace and remove, facilities used in connection with the transmission and distribution of natural gas in, over, under, across, along and upon the surface of the property shown on this plat marked "Easement", "Common Area or Areas" and streets and alleys, whether public or private, and the property designated in the Declaration of Condominium and/or on this plats "Common Elements," together with the right to install required service connections over and under the surface of each lot and Common Area or Areas to serve improvements thereon, or on adjacent lots, and Common Area or Areas, and to serve the property, adjacent or otherwise, and the right to remove obstructions, including but not limited to, trees, bushes, roots and fences, as may be reasonably required incident to the rights herein given, and the right to enter upon the property for all such purposes. Obstruction shall not be placed over NICOR facilities or in, upon or over the property identified on this plat for utility purposed without the prior written consent of NICOR. After installation of any such facilities, the grade of the property shall not be altered in a manner so as to interfere with the proper operation and maintenance thereof.

The term "Common Elements" shall have that meaning set forth for such term in Section 605/2(e) of the "Condominium Property Act" (Illinois Compiled Statutes, Ch.765, Sec. 605/2(e)), as amended from time to time.

The term "Common Area or Areas" is defined as a lot, parcel or area of real property, including real property surfaced with interior driveways and walkways, the beneficial use and enjoyment of which is reserved in whole as a appurtenance to the separately owned lots, parcels or areas within the property, even though such areas may be designated on this plat by other terms.

Other utility companies serving the area where your subdivision is located have similar requests.

Please contact each of the utility companies who will serve your subdivision to determine which statements they will require added to your plat.

DATE: December 11, 2025

TO: All Applicants Submitting Final Plats for Approval

FROM: Community Development Staff

RE: Easement Statements to be Added to Final Plats

Commonwealth Edison Company has requested that the following statement be placed on all final plats:

EASEMENT PROVISIONS

An easement for serving the subdivision and other property with electric and communication service is hereby reserved for and granted to
Commonwealth Edison Company
and

Illinois Bell Telephone Company dba AT&T, Grantees,

their respective licensees, successors and assigns jointly and severally, to construct, operate, repair, maintain, modify, reconstruct, replace, supplement, relocate and remove, from time to time, poles, guys, anchors, wires, cables, fiber, conduits, manholes, transformers, pedestals, splice boxes, structures, appurtenances, equipment cabinets or other facilities used in connection with or in support of overhead and underground transmission and distribution of electricity, communications, sounds and signals (collectively, the "Facilities") in, over, under, across, along and upon the surface of the property shown within the dashed or dotted lines (or similar designation) on the plat and marked "Easement", "Utility Easement", "Public Utility Easement", "P.U.E" (or similar designation), the property designated in the Declaration of Condominium and/or on this plat as "Common Elements", and the property designated on the plat as "common area or areas", and the property designated on the plat for streets and alleys, whether public or private, together with the rights to install required service connections over or under the surface of each lot and common area or areas to serve improvements thereon, or on adjacent lots, and common area or areas, the right to cut, trim or remove trees, bushes, roots and saplings and to clear obstructions from the surface and subsurface as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. Obstructions shall not be placed over Grantees' facilities or in, upon or over the property within the dashed or dotted lines (or similar designation) marked "Easement", "Utility Easement", "Public Utility Easement", "P.U.E" (or similar designation) without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered in a manner so as to interfere with the proper operation and maintenance thereof.

The term "Common Elements" shall have the meaning set forth for such term in the "*Condominium Property Act*", Chapter 765 ILCS 605/2(c), as amended from time to time.

The term "common area or areas" is defined as a lot, parcel or area of real property, the beneficial use and enjoyment of which is reserved in whole or as an appurtenance to the separately owned lots, parcels or areas within the planned development, even though such be otherwise designated on the plat by terms such as "outlots", "common elements", "open space", "open area", "common ground", "parking" and "common area". The term "common area or areas", and "Common Elements" include real property surfaced with interior driveways and walkways, but excludes real property physically occupied by a building, Service Business District or structures such as a pool, retention pond or mechanical equipment.

Relocation of facilities will be done by Grantees at cost of the Grantor/Lot Owner, upon written request.

Other utility companies serving the area where your subdivision is located have similar requests.

Please contact each of the utility companies who will serve your subdivision to determine which statements they will require added to your plat.

DATE: March 15, 2002

TO: All Applicants submitting Plats of Subdivision for Approval

FROM: Community Development Staff

RE: Signature Block to be added to Plats of Subdivision

According to Illinois State Statutes, when an owner is required to file a plat of subdivision he/she shall submit simultaneously with the plat of subdivision a notarized statement indicating, to the best of the owner's knowledge, the school district in which each tract, parcel, lot, or block lies.

Pursuant to Illinois State Statutes, planning staff recommends that the following signature block be added to all plats of subdivision.

SCHOOL DISTRICT CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF BOONE)

I (We) hereby certify that the property herein described in the surveyor's certificate, to the best of my knowledge, is located within the boundaries of School District No. _____ in Boone County, Illinois.

Dated this day of _____, 20_____.

Property Owner(s)

Erosion and Sediment Control Plan

An application for approval of an erosion and sediment control plan shall be made by the owner of the property, or his/her authorized agent to the Belvidere Department of Public Works and the Boone County Soil and Water Conservation District. Each application, shall be accompanied by the fee charged by the Boone County Soil and Water Conservation District and shall bear the name(s) and address(es) of the owner or developer of the site and of any consulting firm retained by the applicant together with the name of the applicant's principal contact at such firm. Each application shall require the signature of a licensed professional engineer as an assurance that the development will take place in accordance with the approved plans. Each application shall include certification that any land clearing, construction, or development involving the movement of earth shall be in accordance with the plans approved upon issuance of the permit. The City may deny approval of any Erosion and Sediment Control Plan, or any other permit or approval, until such time as all fees due and owing the Boone County Soil and Water Conservation District or the City are paid in full.

Submitted plans shall be in compliance with Section 151.45 of the Belvidere Subdivision Ordinance.

Soil Erosion and Sediment Control Plan Review
Boone County Soil and Water Conservation District
Phone - (815) 544-3465, ext. 3

FOR OFFICE USE ONLY

SWCD Application No.: _____

Date Application received: _____ Date all Information received: _____ Reviewed by: _____

Fee Paid: _____ Check No.: _____

Meets technical standards _____ Does not meet technical standards _____ Date technical standards acquired _____

	APPLICANT (Owner/Developer)	Erosion Control Consultant/Engineer
Business Name		
Address City/State/Zip		
Contact Name		
Phone		
E-Mail Address		
Relationship to project		

Current Project Name and Phase number: _____

Job site contact person: _____ E-Mail Address: _____

Job site contact person phone number: (____) - ____ - ____

County/Municipal contact person: _____ Phone #(____) - ____ - ____

Township, range, & section: or PIN(s)#: _____

Proposed land use: _____ Acreage of disturbance: _____

Pre-construction meeting date (if known): _____ Location: _____

Construction start date: _____ Anticipated construction completion date: _____

The applicant agrees to the following conditions:

1. Submit all required information listed on the following page for each phase of development, regarding the soil erosion and sediment control (SE/SC) plan.
2. Upon submittal of this application, pay the applicable fee, based on the attached fee schedule (Section 1 & Section 2), in accordance with total acres of disturbance to the original topography and/or vegetation disturbance.
3. Notify representatives of the Soil and Water Conservation District (SWCD) of the pre-construction meeting.
4. If SWCD is not contacted (in writing) prior to commencement of construction, the pre-construction notification fee will be forfeited.
5. Allow a Boone County SWCD representative the right to conduct on-site investigations throughout all active construction phases to determine whether all necessary SE/SC practices have been installed and are functioning properly.
6. Upon commencement of earthwork or construction, document SE/SC site inspections with all information being accurate and complete.
7. Comply with the Boone County SWCD's written and verbal recommendations regarding:
 - A. The SE/SC plan and corrections or changes made thereto.
 - B. Installation and maintenance requirements of the SE/SC practices on-site.
8. If any changes occur to the plans, schedules, etc., the applicant shall be responsible for notifying the Boone County Soil and Water Conservation District.
9. If construction is does not commence within 24 months of the plan approval, the project will be closed. Fees will not be returned.

Upon receipt of all required information, the SE/SC plan will be reviewed within **15 working days** and all involved parties will be notified whether or not the plan meets technical standards.

Applicant's Signature: _____ **Date:** _____

FEE SCHEDULE

Fee is based on number of acres disturbed

Base Fee: \$165 (One acre or less)

*Round acres to nearest whole number

160+ acres=\$5 for each additional acre

Construction - Single family home: \$100

Erosion and Sediment Control Program Fee Schedule													
Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee	Acres	Fee
1	165	21	1245	41	2710	61	3165	81	3615	101	3915	121	4215
2	185	22	1320	42	2730	62	3190	82	3627	102	3930	122	4220
3	205	23	1395	43	2755	63	3210	83	3645	103	3950	123	4230
4	225	24	1470	44	2780	64	3230	84	3660	104	3960	124	4235
5	245	25	1550	45	2800	65	3255	85	3675	105	3975	125	4240
6	210	26	1620	46	2820	66	3280	86	3690	106	3990	126	4250
7	275	27	1700	47	2845	67	3300	87	3700	107	4010	127	4260
8	345	28	1775	48	2870	68	3320	88	3720	108	4020	128	4265
9	380	29	1850	49	2890	69	3350	89	3735	109	4040	129	4270
10	420	30	1925	50	2915	70	3370	90	3750	110	4055	130	4280
11	485	31	2005	51	2930	71	3390	91	3765	111	4070	131	4290
12	560	32	2080	52	2960	72	3415	92	3780	112	4085	132	4295
13	640	33	2155	53	2985	73	3440	93	3795	113	4100	133	4305
14	710	34	2230	54	3005	74	3460	94	3810	114	4115	134	4311
15	598	35	2310	55	3030	75	3480	95	3825	115	4130	135	4320
16	655	36	2380	56	3050	76	3505	96	3840	116	4145	136	4325
17	713	37	2460	57	3075	77	3530	97	3855	117	4160	137	4330
18	770	38	2535	58	3095	78	3550	98	3870	118	4180	138	4340
19	828	39	2610	59	3120	79	3575	99	3890	119	4190	139	4350
20	885	40	2685	60	3140	80	3600	100	3900	120	4205	140	4355
												141	4365
												142	4370
												143	4380
												144	4390
												145	4395
												146	4400
												147	4410
												148	4415
												149	4425
												150	4430
												151	4440
												152	4450
												153	4455
												154	4460
												155	4465
												156	4470
												157	4475
												158	4480
												159	4485
												160	4490

SEND REQUIRED INFORMATION WITH FEE PAYABLE TO:

Boone County Soil & Water Conservation District
211 N. Appleton Rd.
Belvidere, IL 61008

Hours: M-F 8:00 a.m. -- 4:30 p.m.
Phone: 815-544-3465 ext 3
E-mail: teagan.duffy@usda.gov

This review will be issued on a non-discriminatory basis without regard to race, color, religion, national origin, age, gender handicap or marital status. The Boone County Soil & Water Conservation District is a nonprofit organization.

Revised November 3, 2022

Site Plan Checklist

ONLY for large Commercial, Industrial or Multi-Family Residential Developments

The soil erosion and sediment control plan cannot be reviewed until all of the following information is submitted for each upcoming active construction phase:

1. Existing site conditions and natural resources present, including:

- ☐ Site boundaries and adjacent lands which accurately identify site location.
- ☐ Buildings, roads and utilities.
- ☐ Topography, vegetation, drainage patterns, subwatershed delineation, critical erosion areas, and any subsurface drainage tiles.
- ☐ Wetland and floodplain delineation.
- ☐ Location and identification of soil types.
- ☐ Adjacent areas that affect or are affecting the project site, e.g. drainage onto or through the site affecting wetlands, streams, lakes, and drainage areas downstream.
- ☐ Vicinity map.
- ☐ Show areas where trees and vegetation are to be preserved.
- ☐ Map legend, including north arrow and scale on all materials submitted.

2. Final site conditions, including:

- ☐ An accurate depiction of post-construction appearance, (e.g. roads, buildings, open space).
- ☐ Locations, dimensions, cross-sections and elevations of all (temporary and permanent) stormwater management facilities (including sediment basins), plus inlet and outlet locations.
- ☐ Surface flow direction, including sheet flow and concentrated flow direction.
- ☐ Post-construction topography, final contours should be easily distinguished (2-foot contour is preferred) including sub-watershed delineations.

3. A complete soil erosion and sediment control plan, including:

- ☐ Location and detailed drawings of all permanent and temporary soil erosion and sediment control practices.
- ☐ A schedule outlining the installation of the practices with the responsible parties identified.
- ☐ Inspection and maintenance schedules with responsible parties identified.
- ☐ Seeding information: rates, species, dates, fertilization, temporary or permanent.
- ☐ Location and dimension of all temporary soil and aggregate stockpiles.

4. Locations, dimension & phase timeline of all land disturbing activities, including:

- ☐ Designate construction limits, areas that will be disturbed and areas of wetland fill.
- ☐ Describe grading and building schedule and phasing timeline.

Narrative Checklist

The soil erosion and sediment control plan cannot be reviewed until all of the following information is submitted for each upcoming active construction phase:

- _____ **Project description** - Briefly describes the nature and purpose of the land disturbing activity, and the area (acres) to be disturbed.
- _____ **Existing site conditions**- A description of the existing topography , vegetation, drainageways, subsurface drain tile, buildings, roads and utilities.
- _____ **Adjacent areas**- A description of neighboring areas such as streams, lakes, residential areas, roads, etc., which might be affected by the land disturbance. Describe any adjacent or neighboring activities that may affect the soil erosion and sediment control plan.
- _____ **Off-site areas**- Will any other areas be disturbed? Describe any off-site land disturbing activities.
- _____ **Soils**- Provide a brief description of the soils on the site at the exposed soil horizon such as soil name, mapping unit, erodibility, permeability, texture, structure and depth to seasonal high groundwater. This information is available from the local Soil and Water Conservation District.
- _____ **Critical areas**- A description of areas on the site which have potentially serious problems, (e.g. steep or long slopes, channels, intermittent streams, and side hill seeps).
- _____ **Soil erosion and sediment control measures**- A description of the methods which will be used to control erosion and sedimentation on the site. Control methods should meet the standards in section 4 of the Illinois Urban Manual.
- _____ **Construction Sequence**- A sequence of events for construction projects
- _____ **Permanent stabilization**- A brief description including specifications of how the site will be stabilized after construction is completed.
- _____ **Calculations**- Detailed calculations for the design of temporary sediment basins, permanent stormwater detention basins, diversions, channels, etc.. Include pre and post development runoff.
- _____ **Detail drawings**- Include detail drawings form the Illinois Urban Manual. Any structural practices used that are not referenced to the Illinois Urban Manual or local handbooks should be explained and illustrated with detail drawings.
- _____ **Operation and Maintenance** - Provide a schedule of maintenance for all temporary and permanent erosion and sediment control practices to ensure that they perform properly. Identify the parties responsible for maintenance.

EXHIBIT B **AGREEMENT**

The City of Belvidere (the "City") and _____
("Developer") agree as follows:

1. The City has approved or will approve a final plat of subdivision or a final plat of a planned development at the request of developer for the real estate legally described in Exhibit I attached hereto and made a part hereof (the "Land"). Accordingly, pursuant to the City's Subdivision Code, certain cash contributions for park, recreation, conservation, and school lands are immediately due the Developer.
2. Developer has, however, requested that the payment of the aforesaid cash contributions be delayed and that the same become due and payable on a per housing unit basis at time the City issues a building permit for the particular housing unit.
3. In consideration for the City agreeing to delay its receipt of the cash contributions in accordance with Paragraph 2 above, Developer hereby agrees as follows:
 - a. The amount of cash contributions owed shall be calculated based upon Ordinance No. 609G or as provided for in such other future ordinance amending or replacing Ordinance No. 609G which is in effect at the time of the issuance of a building permit: and
 - b. Notwithstanding any present or future law, regulation and/or legal precedent to the contrary, the unit of local government that is the ultimate recipient of the subject cash contributions may expend such contributions for any of the following purposes intended to serve immediate or future needs of the residents and children of the Developer's subdivision or planned unit development: (1) for the acquisition of land; (2) for site improvements such as, by way of example, streets, curbs, gutters, storm water control, and utility extensions; (3) for construction of capital facilities, including, by way of example, new buildings and structures, and the expansion or enhancement of existing buildings and structures; (4) for so-called soft costs directly related to the foregoing items (2) or (3) such as architectural and engineering costs; (5) for any other public purpose.
4. Developer further agrees, as consideration for deferring payment of the fees identified in this agreement, not to challenge such fees as they now exist or amended in the future, including, but not limited to, any court or other action or claim challenging the validity, or amount, or use of such fees.
5. This Agreement constitutes a covenant that is appurtenant to and runs with the Land. Either this Agreement or a memorandum thereof may be recorded against legal title to the Land by either party hereto; provided, however, it shall be a condition of the City's issuance of the first building permit for a

housing unit on the Land that the Developer shall provide satisfactory evidence to the City that this Agreement or a memorandum thereof has been recorded against legal title to the Land.

6. Developer represents and warrants to the City that it is the sole holder of record fee title to the Land.

IN WITNESS THEREOF, the City and the Developer have caused this Agreement to be duly authorized, executed and entered into as of the ____ day of ____, 200__.

City of Belvidere
By Mayor

Developer

City Clerk

Community Development Department

CITY FEES

*Per Ordinance Number 153H

Annexation: \$400

Zoning Change:

RH:	\$600 + \$75/acre (or portion thereof)
SR-3, SR-4, SR-6, TR-7,	\$600 + \$75/acre “
MR-8S, & MR-8L:	\$600 + \$75/acre “
CB, GB, PB, NB, NO, & PO:	\$700 + \$75/acre “
GI, PI, HI, & I:	\$700 + \$75/acre “

Planned Community Development (Special Use): \$700 plus subdivision plat fees, if applicable.

Subdivision Plat:

	<u>Preliminary</u>	<u>Final</u>	<u>Replat</u>
Residential:	\$500 + \$75/lot	\$500 + \$75/lot	\$500 + \$75/lot
Commercial & Industrial:	\$600 + \$75/lot	\$600 + \$75/lot	\$600 + \$75/lot

**Final Plat Reinstatement/
Extension Fee:** \$50% of Initial Fee

Special Use: \$500 when accessory to an established primary use
\$700 when establishing a primary use

Variation: \$350

Text Amendment: \$500

**Comprehensive Plan
Text or Map Amendment:** \$350

Appeal: \$250

Zoning Verification Letter: \$25 per lot.

CITY OF BELVIDERE
PRELIMINARY PLATS
2026 Calendar Year Meeting Dates

APPLICATION DEADLINE	PLANNING & ZONING COMMISSION	CITY COUNCIL 1ST READING	CITY COUNCIL 2ND READING
December 9, 2025	January 13, 2026	January 19, 2026	February 2, 2026
January 13, 2026	February 10, 2026	February 16, 2026	March 2, 2026
February 10, 2026	March 10, 2026	March 16, 2026	April 6, 2026
March 10, 2026	April 14, 2026	April 20, 2026	May 4, 2026
April 14, 2026	May 12, 2026	May 18, 2026	June 1, 2026
May 12, 2026	June 9, 2026	June 15, 2026	July 6, 2026
June 9, 2026	July 14, 2026	July 20, 2026	August 3, 2026
July 14, 2026	August 11, 2026	August 17, 2026	September 8, 2026
August 11, 2026	September 8, 2026	September 21, 2026	October 5, 2026
September 8, 2026	October 13, 2026	October 19, 2026	November 2, 2026
October 13, 2026	November 10, 2026	November 16, 2026	December 7, 2026
November 10, 2026	December 8, 2026	December 21, 2026	January 4, 2027
December 8, 2026	January 12, 2027	January 18, 2027	February 1, 2027

Applications will not be processed until all required information is submitted

*meeting to be held in break room due to holiday

CITY OF BELVIDERE

- FINAL PLATS -

2026 CALENDAR YEAR MEETING DATES

APPLICATION DEADLINE	PLANNING & ZONING COMMISSION	CITY COUNCIL 1ST READING	CITY COUNCIL 2ND READING
December 9, 2025	January 13, 2026	January 19, 2026	February 2, 2026
January 13, 2026	February 10, 2026	February 16, 2026	March 2, 2026
February 10, 2026	March 10, 2026	March 16, 2026	April 6, 2026
March 10, 2026	April 14, 2026	April 20, 2026	May 4, 2026
April 14, 2026	May 12, 2026	May 18, 2026	June 1, 2026
May 12, 2026	June 9, 2026	June 15, 2026	July 6, 2026
June 9, 2026	July 14, 2026	July 20, 2026	August 3, 2026
July 14, 2026	August 11, 2026	August 17, 2026	September 8, 2026
August 11, 2026	September 8, 2026	September 21, 2026	October 5, 2026
September 8, 2026	October 13, 2026	October 19, 2026	November 2, 2026
October 13, 2026	November 10, 2026	November 16, 2026	December 7, 2026
November 10, 2026	December 8, 2026	December 21, 2026	January 4, 2027
December 8, 2026	January 12, 2027	January 18, 2027	February 1, 2027

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