

Petition for Subdivision/Dedication

VILLAGE OF SKOKIE PLAN COMMISSION

Community Development Department
Planning Division
5127 Oakton Street • Skokie, IL 60077
Phone (847)933-8447 • Fax (847) 673-0525

Office Use Only

Case Number: _____ Planner: _____
FF: _____ RF: _____ LAF: _____

ALL ITEMS MUST BE COMPLETE TO PROCESS APPLICATION

Common address(es) or location of property to be subdivided, consolidated, or dedicated:

I (We) understand that I (we) shall pay all surveying, plat preparation, and recording costs and that the Village may make a charge for the legal work involved in the preparation of necessary documents. I (We) further understand that the original plat must be filed with the Community Development Department and be recorded with the Cook County Recorder of Deeds Office. The undersigned acknowledges and agrees that all documentation submitted with this application become public records and may be viewed by the public.

Owner's Name(s) _____ Dated Signature(s) _____

Address(es) _____ Phone _____
_____ Fax _____

Email _____

Petitioner's Name(s) _____

Address(es) _____ Phone _____
_____ Fax _____

Email _____

Agent or Attorney Information

Name _____ Firm _____

Address _____ Phone _____

_____ Fax _____

Email _____

SUBMITTAL REQUIREMENTS

- _____ Current proof of ownership – current title policy or tract search (dated less than 3 months from application)
 - If legal title is in trust, the names of the beneficiaries.
 - If legal title is in a corporation, the names of the principal officers and directors.
 - Length of time title has been held as represented.
- _____ Proof of payment of all back taxes in the form of tax bill payment receipts for all properties affected by the subdivision or dedication request.
- _____ One 24-inch by 36-inch paper copy of the preliminary plat of subdivision/consolidation/dedication with legal description prepared by an Illinois Licensed Surveyor.
- _____ Check made payable to "Village of Skokie" for application fees and applicable recording fees.

NOTE: Evidence of notice to surrounding taxpayers of record within 250 feet of the subject site and occupants of the subject site will be required by the Plan Commission hearing. The notice shall be delivered by regular mail not more than 45 days nor less than 15 days prior to the hearing. It is recommended that the notice list be reviewed by Staff at least 17 days prior to the public hearing. The Village of Skokie is not responsible for an incorrect notice.

Any required fees or monies owed by the applicant to the Village must be paid as a condition of approval.