

## WHAT IS A SUBDIVISION?

When a tract of land in the County which lies outside any city, village, or town is split into two or more parts, any of which is less than 5 acres, it is considered a subdivision and may be subject to meeting the Tazewell County Land Subdivision Regulations. There are exceptions to these regulations, enumerated in the Illinois State Plat Act, which you may wish to review before commencing any activities. If it is determined that the split falls under the definition of a subdivision, then a plat prepared by a licensed surveyor must be submitted to the County for approval.

To aid you in the creation of your subdivision the County has established a Plat Review Committee which reviews subdivisions and makes recommendations to ensure that development occurs in a manner that is efficient and in harmony with the comprehensive land use plan. Unplanned subdivisions have been known to create, among other things, increased storm water and soil erosion problems, additional traffic and safety concerns, and incompatibilities with adjacent land uses.

**See the Subdivision Code in its' entirety at :**

**[WWW.TAZEWELL-IL.GOV](http://WWW.TAZEWELL-IL.GOV)**



### **Tazewell County Department of Community Development**

**11 South Fourth Street, Room 400  
4<sup>th</sup> Floor McKenzie Bldg.  
Pekin, IL 61554**

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**Jaclynn Workman  
Community Development  
Administrator/Plat Officer**



## CREATING A SUBDIVISION



**In Unincorporated  
Tazewell County**



## THE REVIEW PROCESS

1. The first step in the subdivision process is the submission of a **Sketch Plan** to the Community Development Department. Although this process is not mandatory it does allow the developer and County staff an opportunity to discuss a proposed project before any survey or engineering work has taken place.
2. Step two, in most instances, involves the creation of a **Preliminary Plat** which shows the layout concept for the development including contours, streets and proposed lot sizes. The Preliminary Plat must be reviewed and approved prior to the submission of a final plat. Once a Preliminary Plat is approved, the entire plan or portions thereof may be submitted for final plat approval. The review process usually includes a meeting of the Plat Review Committee and consideration and final approval by the Land Use Committee. During this stage it may also be necessary for a developer to submit **Construction Plans** and proof of security to cover the cost of any scheduled improvements. These Plans will be considered during the same time frame as the Preliminary Plat.
3. The last step in the subdivision process is the submission and approval of a **Final Plat**. The Community Development Office will check to make sure the Final Plat is in conformance with the Preliminary Plat, that the applicable zoning permits have been obtained, and that all security agreements have been established.



## HOW MUCH TIME IS INVOLVED?

Keep in mind that every subdivision is different and will vary in the amount of time needed for review and approval. You should allow at least a month for the County review process. If your development requires a change in the zoning classification, a detailed storm water control plan, or several land improvements, you should allow at least two months for review.

## EROSION AND STORM WATER CONTROL PLANNING

All subdivision developments within unincorporated Tazewell County that have a project area of more than one-half acre are required to comply with the Tazewell County Erosion Sediment and Storm Water Control Ordinance.

This process will include obtaining a permit from the Community Development Department and submittal of a detailed stormwater management plan.

Please ask for further information on this topic.

## EXTRA TERRITORIAL AUTHORITY

If your subdivision is within 1.5 miles of a municipality with an officially adopted land use plan, you will also need to seek subdivision approval from them prior to county approval. The subdivision regulations of a municipality will supersede the County's and may be more restrictive so you should consult them first before beginning your project.

## PERTINENT AGENCIES TO CONTACT

Listed below are some important agencies and numbers which will be useful during your subdivision submittal and review process. Contact should actually be made with all agencies prior to preparation of a Preliminary Plat.

**Tazewell County Community Development**  
(309) 477-2235

**Tazewell County Health Department**  
(309) 477-2223

**Tazewell County Soil & Water Cons. District**  
(309) 346-9661

**Tazewell County Highway Department**  
(309) 925-5532  
(If development is located on a County Highway)

.\*\*If the proposed development is located on a Township Road or if a new road is to be constructed and dedicated, contact should be made with the appropriate Road Commissioner of that Township

