

DATE: August 21, 2025

TO: Joliet Plan Commission

FROM: Ray Heitner - Planner

SUBJECT: M-2-25: Amendment to the Subdivision Regulations Regarding Final Plats

GENERAL INFORMATION:

APPLICANT: City of Joliet

REQUESTED ACTION: Approval of an Amendments to Section 3.3(A) of the City's Subdivision Regulations

PURPOSE: To require approval of construction plans prior to the submission of a final plat

SPECIAL INFORMATION: Construction Plans are documents that are submitted during the subdivision process that allows City staff to verify how the proposed site will be modified with respect to site topography, roadway and sidewalk construction, utility infrastructure, and several other related site design elements. The goal is to ensure that the proposed design of these elements meets the City's required construction standards and specifications.

One proposed amendment to the City's Subdivision Regulations will require subdivision applicants to obtain approval of construction plans from City staff, prior to submitting final plat petitions. Currently, these plans are submitted and reviewed simultaneously with the final plat. Staff believes that the final plat review process will be accelerated if construction plan details are finalized prior to final plat submittal. Changes to a site's construction plans can often result in material changes to the final plat. With construction plans pre-approved, these issues should be minimized during staff's final plat review.

Another proposed amendment is to eliminate the requirement for paper copies of the final plat. The City moved to a online submittal process (ProjectDox) and online review process in 2023. The City's Subdivision Regulations currently requires 18 paper copies of the final plat with the final plat application submittal.

The proposed amendments to Section 3.3(A) of the City's Subdivision Regulations are as follows:

Delete Subsection (3) of Section 3.3(A), which states:

- (The final plat application shall) *Be accompanied by a minimum of eighteen (18) paper copies of the final plat complying with these regulations and one (1) digitized copy thereof on a medium and in a format specified by the Director of Community Development.*

Delete Subsection (4) of Section 3.3(A), which states:

- (The final plat application shall) *Be accompanied by a minimum of three (3) paper copies of construction plans as described in these regulations and one (1) digitized copy thereof on a medium and in a format specified by the Director of Public Works and Utilities.*

Replace Subsection (4) of Section 3.3(A), with:

- (The final plat application shall) *Be accompanied by construction plans that have been approved by the City of Joliet.*

SUMMARY: Approval of the proposed amendments will require subdivision applicants to acquire approval of construction plans prior to submittal of a petition for a final plat approval.