



North Cook County Soil & Water Conservation District NATURAL RESOURCE INVENTORY REPORT APPLICATION

Applications are reviewed by the Board of Directors during the regularly scheduled monthly Board meeting on the second Thursday of the month. Complete applications received by the Friday prior to the Board meeting will be reviewed.

Questions?

Please contact R.McAndless@northcookswcd.org,
Rick McAndless, Resource Conservationist

FOR OFFICE USE ONLY			
Date Received		NRI#:	



NATURAL RESOURCE INVENTORY REPORT APPLICATION

Owner's Name:	
Address:	

Petitioner's Name:	
Address:	

Contact Person:	
Phone/Fax Number:	
Email:	

City or local unit of government responsible for subdivisions, annexation and Zoning:

Real Estate Tax Index #:

Legal Description: (Lot#, Block# - Attach Legal Description-Optional)					
Township(s)		N Range(s)		E Section(s)	

Street Address/Location:

Zoning District:			
Existing		Requested:	

Land Use:			
Existing		Proposed:	

Total Acres of Parcel:			
Acre (s)		Fee:	
		\$	

Fee Schedule:	
0 to 3.0 Acres: \$750.00	
Add \$25.00 for each additional Acre or Fraction thereof OVER 3.0 Acres	

Make Checks Payable to:
North Cook County SWCD 640 Cosman Road Elk Grove, IL. 60007

PLEASE CHECK ALL APPLICABLE ITEMS

EXISTING SITE CHARACTERISTICS:

Be sure to check all that apply:

<input type="checkbox"/>	Ponds & Lakes	<input type="checkbox"/>	Floodplain (Flood Zone: _____)
<input type="checkbox"/>	Perennial Streams (s)	<input type="checkbox"/>	Floodway
<input type="checkbox"/>	Intermittent Stream (s)	<input type="checkbox"/>	Flood Fringe
<input type="checkbox"/>	Drainage Tiles	<input type="checkbox"/>	Wetland (s)
<input type="checkbox"/>	Cropland	<input type="checkbox"/>	Disturbed Land (landfill, excavation)
<input type="checkbox"/>	Woodland	<input type="checkbox"/>	Natural Area (native plant community)
<input type="checkbox"/>	Vacant Land	<input type="checkbox"/>	Highly Erodible Soils

REQUESTED ZONING/PLANNING CHANGE(S):

<input type="checkbox"/>	Zoning Variance	<input type="checkbox"/>	New Development	<input type="checkbox"/>	Subdivision	<input type="checkbox"/>	Annexation
<input type="checkbox"/>	Zoning Change	<input type="checkbox"/>	Redevelopment	<input type="checkbox"/>	Re-subdivision	<input type="checkbox"/>	Other

PROPOSED LAND USE:

Planned Structures:

<input type="checkbox"/>	Commercial Building	<input type="checkbox"/>	Residential Dwelling	<input type="checkbox"/>	Industrial Building
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Foundation Type

<input type="checkbox"/>	Slab	<input type="checkbox"/>	Crawlspace	<input type="checkbox"/>	Basement
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Open Space:

<input type="checkbox"/>	Park/Playground Areas	<input type="checkbox"/>	Common Open Space Areas	<input type="checkbox"/>	Conservancy Easements
<input type="checkbox"/>	Other:				

Water Supply:

<input type="checkbox"/>	Community Water	<input type="checkbox"/>	Individual Well
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Wastewater Treatment:

<input type="checkbox"/>	Individual On-site Waste Water Disposal	<input type="checkbox"/>	Sanitary Sewers/Collection for Municipal Treatment
<input type="checkbox"/>	Homeowner's Association	<input type="checkbox"/>	Other:

Stormwater Management:

<input type="checkbox"/>	Drainage Ditches and Swales	<input type="checkbox"/>	Storm Sewers		
<input type="checkbox"/>	Detention Pond (Dry Basin)	<input type="checkbox"/>	Retention Pond (Wet Basin)	<input type="checkbox"/>	Vault Detention (Underground)
<input type="checkbox"/>	Other:				

Floodplain Management:

<input type="checkbox"/>	Flood Fringe Modification	<input type="checkbox"/>	Floodway Modification
<input type="checkbox"/>	Floodplain Map Revision	<input type="checkbox"/>	Wetland Modifications

REQUIRED NARRATIVE REPORT

The Natural Resource Information Report Application is not complete until all of the following information is submitted in a narrative form for the proposed construction activity.

1	Project description - Briefly describes the nature and purpose of the land disturbing activity, and the area of the parcel (acres) to be disturbed during the site construction phases
2	Existing site conditions- Describe (1) existing topography, vegetation, drainageways, drainage outlets, subsurface drain tile, buildings, roads and utilities, (2) soil erosion, flooding, stream scour, etc. and (3) sensitive receptors, including wetlands, ponds, groundwater, drainage outlets and Best Management Practices
3	Adjacent areas- A description of neighboring, adjacent potentially sensitive receptors such as streams, lakes, wetlands, ponds, residential areas, roads, etc. which might be affected by the land disturbance.
4	Critical areas- A description of areas on the site which have potentially serious problems such as steep or long slopes, channels, intermittent streams, highly erodible soils and side hill seeps.
7	Soil erosion and sediment control measures- (1) Describe Best Management Practices which will be used to control erosion and sedimentation on and off-site. Site. Control methods should, as a minimum, meet the standards in Section 4 of the <u>Illinois Urban Manual</u> . (2) Detail drawings- Include detail drawings from the <u>Illinois Urban Manual</u> . Any structural practices used that are not referenced to the <u>Illinois Urban Manual</u> or local handbooks should be explained and illustrated with detail drawings or reference to other sources included in the petition.
6	Stormwater Management- Describe (1) BMP(s) taken to minimize/reduce impacts both on site and off site during both construction of the project and after construction such as temporary & permanent sediment basins, stormwater detention/retention basins, channel armoring, treating/filtering site discharge, including construction staging for implemented measures. (2) Schematics and/or detailed plans that illustrate SWM facilities including high-water/100yr, normal, low flow, and pool elevations.
5	Soil suitability, dewatering, groundwater – Describe (1) foundation soil support adequacy, dewatering requirements (during and after construction) considering Soil Boring Report recommendations and groundwater levels encountered. (2) treatment of highly erodible soils, infiltration to and from wetlands, ponds, wet bottom detention basins on site dewatering, filtering of site discharge, dewatering of site depressions/staged sediment basins...

DATA MATERIALS REQUIRED BEFORE PROCESSING APPLICATION:

Submittal MUST include one copy enclosed of the following:	
1	Completed Narrative (Please see Narrative Report on page 4)
2	Plat of Survey/Existing Conditions Topographic Survey
3	Soil Boring Report (Including Groundwater Table and Geo-technical Recommendations)
4	Concept or Development Plans
5	Preliminary Grading and Landscaping Plans
6	Drainage Plan/Drainage Concept with Stormwater Management Information
7	Soil Erosion and Sedimentation Control Plan
8	Inspection/Maintenance Information (Retention/Detention/Volume Control Facility)
9	Stormwater Pollution Prevention Plan
10	Tree Survey/ Tree Preservation Plan

Please check off all applicable permits required for the proposed development:	
	Illinois Environmental Protection Agency NPDES ILR-10 Permit:
	US Army Corps of Engineers Permit:
	Illinois Department of Natural Resources
	FEMA (Letter of Map Amendment, Letter of Map Change, Letter of Map Revision)

It is understood that this request allows a District representative the right to inspect the parcel or parcels described in the above application. It is also understood that all required data materials listed above must be submitted one week prior to monthly NCCSWCD Board meeting to be considered for review by NCCSWCD or a delay in review may occur.

PETITIONER'S SIGNATURE: _____ **DATE:** _____

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 North Cook County Soil and Water Conservation District is a non-taxing nonprofit local government.

GUIDELINES FOR SUBMITTING A REQUEST FOR NATURAL RESOURCE INFORMATION

For the convenience of those who must comply with the Soil and Water Conservation District's Law, Section 22.02a enacted December 3, 1971, and effective July 1, 1972, we quote the amendment:

“Sec. 22.02a - The Soil and Water Conservation District shall make all-natural resource information available to the appropriate county agency or municipality in the promulgation of zoning ordinances or variances. Any person who petitions any municipality or county agency in the district for variation, amendment, or other relief from that municipality's or county's zoning ordinances or who proposes to subdivide vacant or agricultural lands there in shall furnish a copy of such petition or proposal to the Soil and Water Conservation District. The Soil and Water Conservation District shall not be given more than 30 days from the time of receipt of the petition or proposal to issue its written opinion concerning the petition or proposal and submit the same to the appropriate county agency or municipality for further action.”

The purpose of this amendment is, of course, to assure that land developers take into full consideration the limitations of the land they wish to develop—including the limitations of its soil for septic system, for foundations, for roads, and for other uses; also that such limitations as flooding hazard, land slope, and shallow water table be carefully considered and dealt with. Such other land characteristics as existing ecological value (i.e. wetlands) should also be considered before development plans are drawn. Another important purpose of this amendment is to make certain that all of these characteristics of any given piece of land are also known to the governmental units that will be called on to approve or disapprove development plans.

In order to facilitate compliance with the law by land developers and others, the North Cook County Soil and Water Conservation District has formulated the following set of guidelines and standardized set of fees (as provided for in Section 22.09 of this Law). The fee schedule is stated on the front of the Application Form provided.

1. **ONE-ACRE LIMITATION**

It shall be the policy of the District Board that until notice is given to the contrary, no parcel of land one (1) acre or less in area (43,560 sq. ft. or less) need be submitted for evaluation, except, however, that if a municipality or county authority requires of a petitioner that they file an application with the District, and so notifies the District in writing, verbally or electronic transmission, that the District shall automatically cancel its exception and shall require that such party file application. If a municipality or county authority, itself, requests resource information on one acre or smaller parcels, by letter or verbally, the district shall make such information available to them without charge.

2. **30-DAY TIME LIMIT**

The 30-day time limit specified in Section 22.02a shall start from the date of receipt by the Soil and Water Conservation District of all materials required of the petitioner, including check or money order. The District Board shall be the sole judge of the completeness of an application. It is the intention of the District, however, to expedite all applications, and it is hoped that the full 30 days will not be required.

3. **RESPONSE FROM THE DISTRICT**

Resource opinions will be rendered to the governmental unit as well as to the petitioner. The distribution of NRI's is subject to the Freedom of Information Act.

4. **RESOURCE INFORMATION REQUEST FORMS**

The District office will provide Natural Resource Information Request forms to the county and to each municipality located wholly or partly within the District. Only one copy of such form needs to be filed with the District by the petitioner. Governmental units and developers may obtain additional forms by requesting them from the District.

NRI applications can be downloaded from the District website; northcookswcd.org.

5. **RECEIPT OF APPLICATION BY DISTRICT**

Upon receipt of an application by the District, the petitioner will receive a receipt showing that the application has been received and that the proper fee has been paid. If the application is found to be incomplete, after receipt has been issued, notice to such effect will be given by mail or by telephone or both, to petitioner so that missing information can be provided. In such cases, the 30-day time limit for providing Natural Resource Information by the District shall not commence until required missing information is received by the District.

6. **REFUND OF FEES**

After receipt of application, if the District determines that a full report is not necessary, fees shall be refunded. Refunds are given following Natural Resource Information policies, which have been approved by the District Board, and the amount of refund shall be explained in a letter accompanying the refund.

7. **NOTIFICATION OF COUNTY OR MUNICIPALITY**

Upon receipt of application, the District shall send notification to the County or municipal authority concerned. This notice will state that the application has been made and that comment will be made by a certain date, or that not resource data is available for this parcel of land and that the District Board will not be commenting.

8. **STARTING DATE**

Only those applications to a municipality or county authority which were filed after July 1, 1972, come under the provisions of this law.