



Village of Northbrook

PLAT OF CONSOLIDATION WORKSHEET

In addition to submitting the *Formal Application* form for a plat of consolidation application, the Applicant must include the following information with your application. Lot Consolidation is a minor subdivision procedure under the Northbrook Subdivision and Development Code, reviewed and approved by the Village Board of Trustees. A final plat cannot be reviewed by the Village unless and until a complete application has been filed. All of the required application materials must be submitted to the Department of Development and Planning Services.

The initial submittal **MUST** contain:

- 8 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- 1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

Final Plat of Consolidation

Per the standards as set out in Section 3-103 and Section 3-303 of the Village of Northbrook Subdivision & Development Code.

Legal Descriptions

Legal descriptions for all lots involved in consolidation must be provided on the plat.

Title Insurance Policy

Provide title insurance policy or documents showing any relevant easement, covenant or other deed.

Title Policy Report

Provide current title policy report, or deed and title search.

Accompanying Certifications

Per the Section 3-103 (C) of the Village of Northbrook Subdivision & Development Code.

Other Notations: Dedications and Restrictions

Statements concerning the dedication of land or granting of easements, if necessary, as shown on the plat, and any restrictions related thereto.

Proposed Covenants and/or Association Documents, if applicable

COMPLIANCE WITH VILLAGE REGULATIONS

All applications will be reviewed to determine compliance with the following Village codes and regulations:

- Zoning Code
- Subdivision & Development Code
- Standards and Specifications Manual
- Tree Protection and Tree Preservation Ordinance
- Existing Conditions
- Restrictive Covenants
- Development Agreements
- All other applicable Village codes and regulations

The applicant is responsible for ensuring a submitted application includes all of the necessary submittal requirements and meets all applicable standards and requirements of the Village codes.

Village Departments Involved with the Review of Community Planning Applications

- Department of Development & Planning Services
 - Fire
 - Police
 - Public Works and Engineering
 - Village Attorney
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