

§ 152.082 REVIEW AND APPROVAL.

(A) *Review.*

(1) *Applicability.* The Planning ~~Commission~~ **Department and City Engineer** shall review minor subdivisions, property line adjustments and correction plats. ~~The City Engineer shall inform the full Planning Commission at its next regular meeting that the minor subdivision, property line adjustment, or correction plat has been reviewed and is recommended for approval/denial by the Commission.~~ **All applications for waivers shall require approval of the Planning Commission.**

(2) *Action.* ~~Within 14 days of receipt of the complete plat from the applicant, the~~ **The** Planning ~~Commission~~ **Department** shall **approve** ~~recommend approval, approval~~ **approve** with conditions, or **disapprove** ~~disapproval~~ said plat. After formal approval by the ~~Commission~~ **Department**, a building permit can be issued after the applicant records the plat at the office of the County Circuit Clerk and provides the city with two copies. If the plans are approved with conditions, the conditions shall be set forth in written form to the owner/developer. The signature of the owner/developer on the form setting forth the conditions of approval shall be deemed his or her agreement to comply with said conditions, whereupon a building permit may be issued. If the plat is disapproved, the reasons for such action shall be provided in written form to the developer.

(3) *Additional review.* If the planning staff determines that there is a necessity of transmitting the plans to outside sources for additional comment or in-depth study, he or she shall notify the developer in writing within 30 days of receipt of plans, that a decision will not be made within the 30-day time period, what the reasons are for the delay and the date at which a decision can be expected. A copy of the letter shall be sent to the Chairman of the Planning Commission. If the developer objects to such an extension, the objection shall be heard as a priority item at the next regularly scheduled Planning Commission meeting.

(4) *Approval signatures.* All approvals to any plat shall be signified by the signature of the Planning Commission Chairman upon the development plan.

(B) *Planning Commission action.* The Planning Commission shall **review** ~~approve, approve with conditions, or disapprove~~ any incidental subdivision after administrative review as set forth in division (A) within 120 days of receipt thereof, otherwise the incidental subdivision shall be deemed to have been approved. ~~Disapproval of the plat shall be transmitted to the applicant with the reasons therefore within 15 days after the meeting at which the plat was disapproved.~~ Approval of the incidental subdivision by the Planning ~~Commission~~ **Department** shall not constitute the acceptance by the public of the dedication of any streets or other public ways or grounds.

(C) *City Council action.* Any incidental subdivision that dedicates street rights-of-way or easements shall be reviewed by the City Council.

(Ord. 2013-04-417, passed 4-2-13; Am. Ord. 2013-09-440, § 152.600.03, passed 9-3-13)