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ANNEXATIONS

STEPS

Plat Check Lists (Rochelle Municipal Code- Sec. 86-181, 86-182 & 86-183)
Planning and Zoning Commission petition

THE PROCESS

1. Informal Concept Meeting
2. Proposed plat of annexation, including zoning request, preliminary and final plat.
3. The Petition with instructions and schedule to apply to the Planning and Zoning Commission.
4. Negotiation of Annexation Agreement.
5. City Council approval of Annexation Agreement, plat of annexation, preliminary and final plat, and zoning of the property.

Annexation Instructions

Submit the following:

- Check with Community Development Director 815-561-2073 and/or Community Development Specialist 815-561-2061 for **submittal deadlines** and **council meeting times** for Annexations.
- Submit electronically a word document of the **full legal description** via email to the Community Development Director at: mpease@rochelleil.us & Community Development Specialist mknights@rochelleil.us.
- (2)** Copies of the Annexation Plat prepared by an Illinois licensed Professional Land Surveyor and an electronic copy.

FEES PER ANNEXATION AGREEMENT, shall be made payable to the City of Rochelle.

For your convenience, the ROCHELLE MUNIIPAL CODE BOOK IS ON OUR WEBSITE FOR VIEWING, along with forms, instructions, meeting and submittal schedules, current zoning map, comprehensive plan and maps to www.cityofrochelle.net.