

This application must be completed and accompanied by two copies of the property's plat of survey detailing proposed residential driveway, apron, or sidewalk location (See reverse side for requirements).		
<b>Permit Fee: \$9 Per \$1000 of Construction Cost. Minimum \$50.00</b>		
<b>Job Address</b>		<b>Construction Cost</b>
<b><u>Owners Information</u></b>		
<b>Name</b>		<b>Phone Number</b>
<b>Street Address</b>	<b>City/State</b>	<b>Zip</b>
<b><u>Contractors Information</u></b>		
<b>Name</b>		<b>Phone Number</b>
<b>Street Address</b>	<b>City/State</b>	<b>Zip</b>
Contractor is required to submit a \$25,000 bond with this application unless there is already a bond on file. (Application will NOT be accepted without a current bond attached or on file)		

I hereby certify that I have read and examined this application and that all statements and information provided are correct; and further certify that I am the Owner of the property, and agree that all work will be performed in compliance with the terms of this permit, approved construction documents, and all applicable Village code requirements.

As owner, I authorize (please print name of authorized agent) \_\_\_\_\_  
To submit this application and to act on my behalf in regard to this application and any permit issued pursuant to this application.

\_\_\_\_\_  
Owner's Signature Date

As authorized by the owner of the property, for which this permit is being requested, I hereby accept the responsibilities of the owner as set forth above.

\_\_\_\_\_  
Authorized Agent Signature Date

**Driveway material:** \_\_\_\_\_  **Not Applicable**

**Sidewalk material:** \_\_\_\_\_  **Not Applicable**

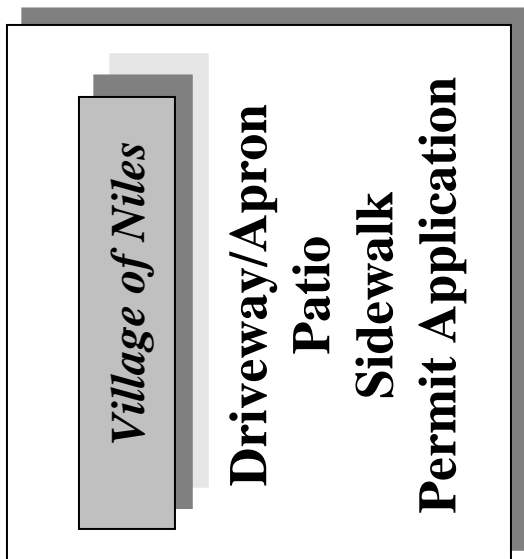
**Apron material:** \_\_\_\_\_  **Not Applicable**

**Patio material:** \_\_\_\_\_  **Not Applicable**

**Size- Patio/Slab:** \_\_\_\_\_ (example 8' x 10')

**Total Square feet:** \_\_\_\_\_ (example 250 sq. ft.)

The placement of material shall not directly or indirectly affect the adjacent properties, see conditions on the reverse side.



*Community Development*  
1000 Civic Center Drive  
Niles, Illinois 60714



Telephone: 847-588-8040  
Fax: 847-588-8050

## DRIVEWAY/APRON/SIDEWALK PERMIT APPLICATION

The applicant understands that the contractor must contact the underground utility locating service (J.U.L.I.E.) @ 1-800-892-0123 -24 hours before work begins. The applicant must also contact the Building Division for a pre-pour and final inspection @ 847-588-8040.

- 40% of lot area shall be maintained permeable (grass area).
- To apply for a permit, you must submit a completed permit application along with two (2) copies of the plat of survey for the property. The location of the proposed new/replacement driveway/apron/sidewalk must be clearly detailed on the survey. **Indicate on the survey the areas of the proposed work.**
- Indicate on plat of survey the direction the water will flow. (Water cannot drain towards adjoining properties).
- As a point of information, concrete/asphalt/pavers can be constructed up to and on the property line. The Village does not have a licensed surveyor on staff to determine legal boundaries; therefore we cannot get involved in property line disputes.
- The driveway shall be installed with a curb if within 2' of property line **or** the drive shall be formed to create a valley to channel the water to the front or rear of the applicants' property.
- A residential lot with less than 65' of street frontage is allowed only one driveway approach (one curb cut) The width of the driveway may not exceed 33% of the front yard or 20' which ever is less.
- The Contractor must follow the Cold Weather Concrete Construction Guidelines.
- If you elect to install a driveway/sidewalk in an easement which is indicated on your plat of survey, your must take full responsibility for the concrete in the event that any work is necessary in the easement. The Village and the utility companies will not pay for any damages to structures located in an easement. Under no circumstances may you prevent access to a manhole or utility box.
- All excavated soil/materials and building materials must be removed from the site immediately following construction. **Staging material on the public street, parkway, sidewalk or alley is not permitted and violations shall be subject to fines up to \$500 per day.**
- Brick paver restoration- should the Village require to make an excavation, the Village will reimburse the owner an amount equal to the cost of a monolithic course of **concrete** not less than 5" thick.

If you have any questions regarding residential driveway, apron, or sidewalk please contact the Building Department:

Dennis O'Donovan

(847) 588-8064 Building Inspector

**REQUIRED INSPECTIONS:**  Pre-Pour Inspection       Final Inspection