



## **Residential Driveway, Sidewalk, Patio, Apron and Curb Checklist**

### **PERMIT APPLICATION & SUBMITTAL REQUIREMENTS:**

- Complete and sign general permit application with all pertinent contractor information
- Submit THREE (3) copies of a Plat of Survey for the property, indicating the locations of the proposed work
- Provide a copy of the contract detailing the proposed work
- Show dimensions of existing and proposed concrete, asphalt, or brick paving work
- Contractors must obtain a Village Contractors license prior to issuance of permit

**PLEASE NOTE:** Residents and Business owners are responsible for their apron, curb in front of the apron and the public sidewalk between your apron and driveway

### **INSPECTIONS (847) 357-4220 at least 24 hours in advance, Permit # is required**

- Concrete pre-pour
- Asphalt or brick paver base
- Final (for bond refund only, please submit bond refund form)

### **BONDING AND INSURANCE (FOR WORK IN R.O.W. APRON, CURB, PUBLIC SIDEWALK)**

#### **Contractor** performing work:

- Certificate of Insurance
- \$10,000 surety bond
- Village contractor's license (all licenses expire May 31)
- \$500 refundable bond (cash or check only during permit pick up)

#### **Homeowner** performing work:

- Copy of homeowner's insurance policy (premium notice showing evidence of current coverage.)
- \$500 refundable bond (cash or check during permit pick up)

### **RESTORATION**

- 4" Topsoil and SOD restoration is required on Village Parkways.

### **BOND REFUND**

- When construction is complete and all property is restored, complete and sign the **Request for Bond Refund Form** that was attached with the Village Specifications you were given at the time of permit pick up.