



COMMERCIAL & INDUSTRIAL WATERMAIN SERVICE REPAIR CHECKLIST

PERMIT APPLICATION & SUBMITTAL REQUIREMENTS:

- Complete an engineering permit application online by visiting our [Online Permitting Portal](#)
- Provide a copy of the signed contract with the permit application
- Surety Bond and Certificate of Insurance are required for repair work in the Village right-of-way. See requirements [here](#).
- Submit a copy of the IL state plumber's license for the individual performing the repair.
- Submit site plan, plat of survey, or aerial photographs which include the following:
 - Location of existing water main.
 - Water service location, size, and material.
 - Location of the break and description of repair.
- Restoration:
 - All parkway areas shall be restored with four (4") inches of topsoil and sod.
 - Private lawn areas shall be restored with four (4") inches topsoil and seed.
 - Concrete [Aprons](#) – 8" PCC on 8" Aggregate 6"x6" #6 welded wire mesh
 - Concrete [Sidewalk](#) – 5" PCC on 2" Aggregate
 - HMA – 2" Binder on 2" Surface
 - Street Repair – See [Pavement Open-Cut Repair detail](#)

INSPECTIONS:

Inspections are scheduled by calling (847) 357-4220 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. Please have the **permit number** and **site address** ready. In addition, please allow a minimum of 24 hours when scheduling an inspection.

- Inspection of repair prior to backfill
- Aggregate base and framing as applicable prior to hardscape restoration
- Final