

The Village of Palos Park Driveway/Culvert Permit Application

8999 West 123rd Street, Palos Park, IL 60464

Office: 708-448-2700

Fax: 708-448-9542

Date _____

Property Owner Name _____ Phone _____

Location Address _____, Palos Park TAX ID # _____

I hereby agree to all provisions of this permit **Owners Signature** _____

Work Description: Note: Excavation within the right of way requires a \$3500.00 bond.

Estimate of Cost: \$ _____

_____ Re-surface (or overlay) existing driveway with same material, no change to size/shape of driveway.
(Overlay is not recommended) Driveway Material: _____

_____ Replace existing driveway with new material, no change to size/shape of driveway
Driveway Material: _____ Asphalt _____ Concrete _____ Stone _____ Brick Paver

_____ Change size/shape of driveway and replace surface material _____ same material _____ new material
Driveway Material: _____ Asphalt _____ Concrete _____ Stone _____ Brick Paver

_____ Culvert needs replacement (May be determined by Village during Pre-Permit inspection)

Brief description of project _____

Contractor's Name _____ Phone _____

Address _____ City _____

Excavator's Name _____ Phone _____

Address _____ City _____

NOTE: Pre-permit and base inspections are included in the cost of the permit. All failed inspections will result in a \$32.50 re-inspection fee, which must be paid prior to re-scheduling of failed inspection.

If any of the work described herein is situated within the Rights-Of-Way of the Illinois Department of Transportation or within the Rights-Of-Way of the Cook County Highway Department, then additional permits from these entities must be obtained before this application may be acted upon. In addition, all contractors performing work on this project must be registered with the Village of Palos Park Building Department prior to this permit being issued.

The work authorized by this application/permit shall be completed within one calendar year after the date this permit is approved; otherwise the permit becomes null and void. The right of way bond will be returned upon inspection approval of driveway, street, and right of way.

Requirements: 1. Permit fee \$65.00 2. Plat of Survey or Drawing of proposed driveway
3. Bond \$3500.00 – (bond can be posted by either home owner or contractor. Refund of the bond takes approximately 4 weeks)

Permit Fee Paid Date _____ Right of Way Bond Paid Date _____



VILLAGE OF PALOS PARK

EXHIBIT A - DRIVEWAY REQUIREMENTS

GENERAL NOTES

1. Once a permit application is received by Public Works, a pre-inspection of the proposed driveway improvement will be completed to determine what additional work may be required as part of the driveway improvement. All proposed work should be shown on the plan submitted concurrently with the permit application. Existing asphalt or aggregate driveways may be resurfaced if the pre-inspection does not determine additional work shall be required.
2. It is the contractor's responsibility to maintain public rights-of-way during construction. Roadways must be kept free and clear of dirt, dust and debris of any kind. If dirt or debris is found on the street during construction the contractor may be ticketed. The contractor will be responsible for any damage caused in the ROW during construction. Repair of any Village Street will be completed based on the recommendations of the Public Works Department. Pre-construction photos or video will be required for all driveway work and submitted with the completed permit application. A \$3,500.00 ROW Bond will be required when any excavation is done in Village ROW.
3. Inspections will be required during construction as listed on the Inspection check list attached to the permit application. All inspections must be scheduled through Public Works, by calling 708-671-3721 a minimum of twenty four (24) hours in advance, and will be scheduled and made between the hours of 8:30 AM to 3:30 PM Monday through Friday. If a required inspection fails the contractor will be required to pay a re-inspection fee in the amount of \$32.50 before a re-inspection is scheduled.
4. The finished driveway may not project above the street at its connecting point.
5. Whether replacing an existing driveway or installing a new driveway the following drainage items will be required based on the pre-inspection and must be shown on the approved plan:
 - A. A 15" diameter (minimum) culvert must be installed per ordinance 1024.04 unless an existing storm sewer is available. During the pre-inspection the existing culvert must be found to be in good condition and determined to be sufficient to handle storm water runoff.
 - B. A stone shoulder with a minimum width of 18" made up of RR 3 Rip Rap will be required if necessary to prevent erosion or to stabilize the existing street within 10 feet of the proposed driveway, or anywhere ditch re-grading is required.
 - C. Re-grading, re-landscaping or cleaning of the drainage swales within 25 feet of the driveway will be required if deemed necessary to allow proper drainage.
6. New driveways may not be closer than three (3) feet to a side lot line and may be required to be farther than three (3) feet if needed for proper grading, drainage, or retaining walls as determined by the Village during review of the grading plan according to chapters 1268, 1286 and 1466 of the Village code.
7. New driveways may not be more than twenty (20) feet wide at the public right-of-way and a maximum of twenty four (24) feet wide at the street for lots with a single car garage; twenty six (26) feet wide at the public right-of-way and a maximum thirty (30) feet wide at the street for a 2 car garage; and thirty two (32) feet wide at the public right-of-way and a maximum of thirty six (36) feet wide at the street for

lots with a 3 or more car garage. An exception to the width requirements may be considered for existing driveways or driveways approaching the street at a severe angle.

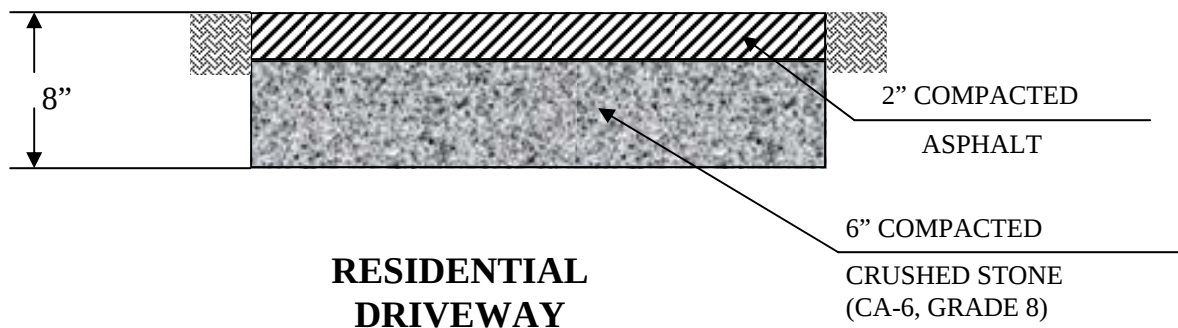
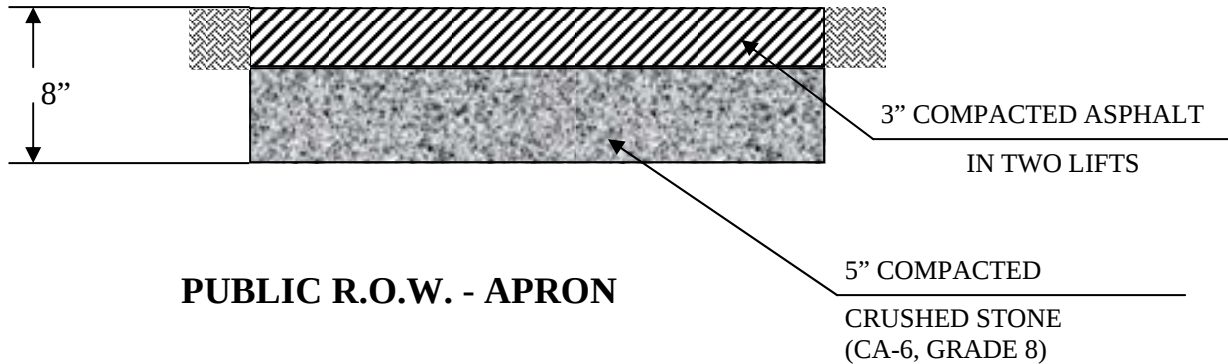
Asphalt and concrete will be allowed for new driveways placed within or over a public utility easement or in any village right of way for a driveway.

8. Brick/block pavers or aggregate material will be allowed for driveways on private property only but may not be placed within or over a public utility easement or within any village right of way. An exception will be made for brick/block pavers if the owner is willing to sign a waiver releasing the Village of Palos Park from any damage caused to brick/block paver driveway during the course of any routine or emergency maintenance. The waiver will be attached to the title of the property and the owner will be responsible for the cost of the filing fee in addition to the permit fee.
9. Special and unusual situations may be cause for additional code requirements
10. Driveways will only be allowed if they provide access to the house/main building/garage

ASPHALT DRIVEWAYS

1. The air temperature in the shade must be at least 45° f and rising when placing asphalt surface course. The temperature of the asphalt must be between 250° f and 350° f when placing asphalt.

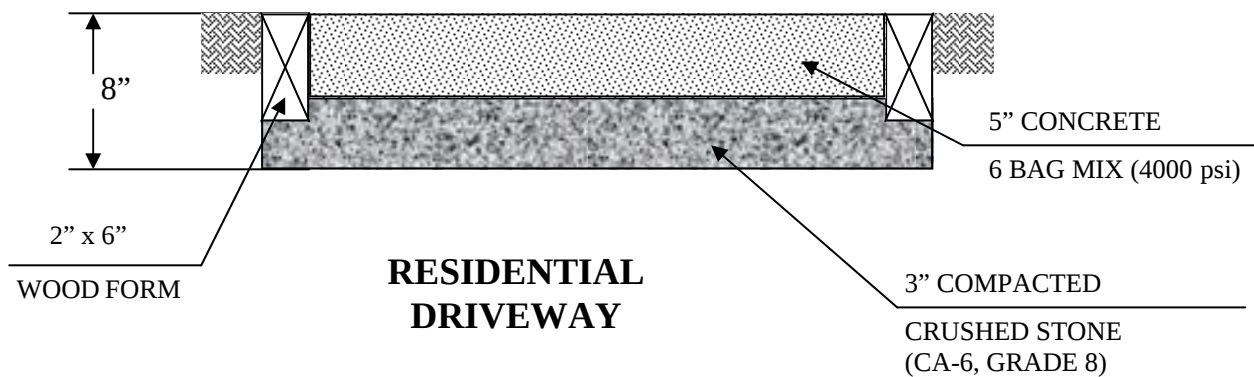
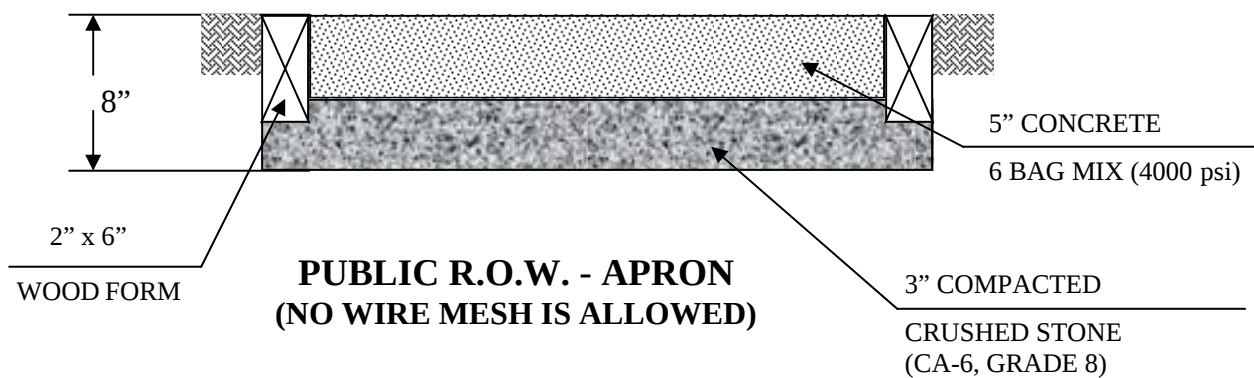
SPECIFICATION



CONCRETE DRIVEWAYS

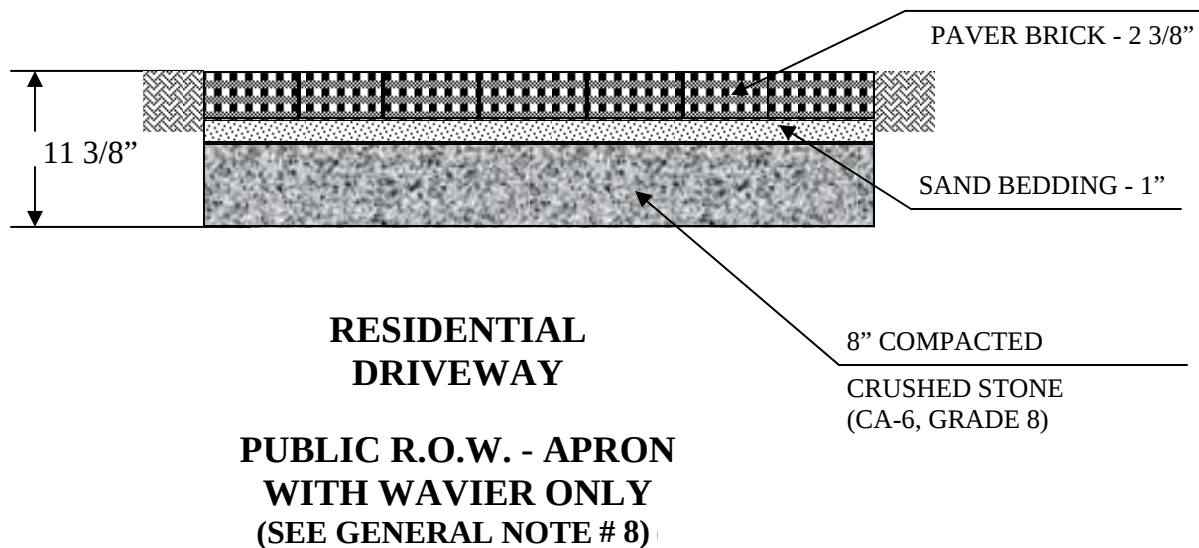
1. Inspections will be done as required by permit.
2. Minimum of 6 bags of cement per cubic yard with a compressive strength of 4000 psi at 28 days
3. Maximum of 4" slump
4. 6% air entrainment per ASTM C260
5. ½" expansion joint material shall be placed between the new driveway and the street
6. The contractor must follow the village of Palos Park's cold weather concrete construction procedures, ordinance no. 2006-01.

SPECIFICATION



BRICK/BLOCK PAVER DRIVEWAYS

SPECIFICATION



STONE DRIVEWAYS

1. 6" compacted crushed stone (CA-6, grade 8) is required for the base
2. 2" selected stone permitted at the village's approval for surface dressing of driveway and right of way.
3. Where the driveway meets the edge of pavement in the right of way, a permanent paver or edging is required to retain the aggregate, at the approval of the village

SPECIFICATION

