

Village of Round Lake Building Department

442 North Cedar Lake Road • Round Lake, IL 60073 • 847-546-0963 • Fax 847-546-1872

DRIVEWAY REGULATIONS **CALL THE BLDG. DEPT. AT 847-546-0963 FOR INSPECTIONS**

Building permits expire one year from the date on the permit. However, if work has not started within six months of the date of the permit, the building permit is void.

Call JULIE at 1-800-892-0123 for location of utilities prior to digging.

No change to the approved plans is authorized without prior written approval by the code official and only the construction indicated on the attached plans is authorized by the issuance of this permit.

Permit application Checklist:

1. Submit to the Round Lake Building Department for review:
 - Building permit application.
 - Two copies of the plat of survey dimensionally locating the driveway with respect to the property lines.
 - Provide two copies of the specifications for the driveway.
 - Homeowner's Association approval letter if applicable.
 - Indemnification and hold harmless form for apron ribbons signed by property owner.

Conditions of permit – concrete or asphalt:

1. Asphalt driveway shall consist of two inches of Class 1 bituminous paved surface on six inches of compacted C A 6 Grade 9 gravel base.
2. Concrete driveways shall consist of six inches of five bag mix concrete on four inches of compacted C A Grade 9 gravel base.
3. Concrete driveways require 6" x 6" wire mesh that must be at least 1.5" (inches) above the gravel base or fiberglass impregnated concrete.
4. All surfaces must slope away from all structures for proper drainage and shall not cause a nuisance to a neighbor.

5. Driveway width not to exceed a maximum of 20 feet.

Condition of permit – paver brick surfaces:

1. Brick paver driveways shall be placed on a base of a minimum of six inches of compacted C A Grade 9 gravel base.
2. Driveway aprons connected to street without curbs shall be constructed only with asphalt or concrete. Use of paver bricks shall not be allowed within 4 feet of the culvert drainage pipe or within 4 feet of the village roadway.

3. **Site Preparation – brick pavers:**

Excavation for grade level paver surfaces must be a minimum depth below grade to insure for 6 inch minimum C A 6 Grade 9 gravel, 1 inch of sand and the thickness of the paver brick. The exposed bearing surface must have a minimum load bearing capacity of three thousand pounds per square foot. If soil conditions or sloping grade warrant a thicker base, base shall be packed in a maximum of four inch lifts and shall be placed over suitable bearing soil with all vegetation and topsoil removed. Base material must extend a minimum of eight inches beyond the edge of the brick driveway. The edges of the driveway must also be retained by approved edging. Edging must be installed prior to sand installation. Retaining walls of timber or other approved materials are required where the height of the driveway above the adjacent grade exceeds three inches. Where more than one course of timbers is used, each course of timbers shall be connected to the course below by a minimum of two pieces of three-eighths inch diameter reinforcing rod per timber. Retaining walls shall be placed over suitable bearing soil. Compaction of wall and paver base material must be done with a plate compactor delivering a minimum of three thousand pounds of force. The compaction of the base material must be done twice, working from the center to the outside edge. The base material must retain its pitch after compaction is complete. Sand installation must be no more than one inch deep. Sand must be flat and free of voids. Sands must be screeded over the gravel base using a suitable straight edge.

4. **Brick Installation:**

Bricks must be placed in such a manner as to prevent disturbing the base material and sand. Full brick is to be installed then cut in pieces. Brick tamping shall be performed with a plate tamper. Tamping shall be started from the outside edge working toward the center. Tamping shall be done until all adjacent brick surfaces are level and until the bricks do not compact any further into the sand. Sand shall be installed in joints after bricks have been tamped. Only dry sand may be used. Sand must be swept into brick joints using a broom until sand is even with top layers of pavers. This may have to be done twice to ensure proper filling of joints. All brick paver surfaces installed in the Village shall have a minimum slope of one inch per eight feet.

4. All surfaces must slope away from all structures for proper drainage and shall not cause a nuisance to a neighbor.

Required Inspections:

1. Driveway base or ribbon base: prior to placing asphalt, concrete or brick paving stones.
 - a. Concrete forms must be in place.
 - b. For asphalt or paver bricks, edges must be marked with spray paint or other identifiable means.
2. Final inspection.

It is the contractor's and ultimately the owner's responsibility to know the village code provisions. The owner or his agent is responsible for constructing all permitted work in compliance with village codes. Failure to identify any aspect of the proposed design not in compliance with the village code during plan review does not relieve the owner of the obligation to achieve full village code compliance. The Code Official cannot list all code sections on the drawings or documents.

Updated 4/23/09 - ms

The logo is a circular seal for the Village of Round Lake. It features a central emblem with a building and a landscape, surrounded by the text "VILLAGE OF ROUND LAKE" and "INCORPORATED 1908".

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Attached is an agreement that must be signed by you, the property owner, to receive permission to install paving brick components in the public right of way adjacent to your property. The agreement is to acknowledge that you understand that there may be certain circumstances where your paving bricks could be removed or damaged by the Village of Round Lake. Specifically, the paving bricks may need to be removed or could be damaged if work needs to be performed within the public right of way.

Any work that is performed within the public right of way by the Village of Round Lake will be done with care to minimize the potential for damage; however, that cannot be guaranteed.

We're also asking you to sign the attached indemnification and hold harmless agreement acknowledging that you understand that it is your responsibility to remove the paving bricks upon notification by the Village if work is required in the easement. It is your option to remove the paving bricks or leave them in place; however, if the Village takes action to remove any driveway ribbons to perform the work, you will not hold the Village of Round Lake liable for the removal or damage to the driveway ribbons located within the easement. Any repairs or restoration of the paving bricks will be the responsibility of the property owner.

Thank you.



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INDEMNIFICATION AND HOLD HARMLESS With respect to the installation of BRICK COMPONENTS IN PUBLIC RIGHT OF WAY

In consideration for the Village of Round Lake issuing a permit to the undersigned for the installation of the paving brick components within the Public Right of Way adjacent to the property at:

_____, Round Lake, Illinois
Street Address

The undersigned shall indemnify and hold harmless the Village of Round Lake, its employees and agents for any liability arising from the issuance of the above permit, including, but not limited to:

1. Any damage to paving brick type components resulting from the installation, repair, removal, replacement, or other work done in the public right of way.
2. Any damage to paving brick type components resulting from snow removal or other emergency operations.
3. Damage to paving brick type components caused by vegetation growth within the public right of way.
4. Any repairs, restoration or maintenance of the paving bricks shall be the responsibility of the property owner.

Signature of Property Owner

Print Name

Date