



## **RESIDENTIAL BRICK PAVER SIDEWALK AND PATIO PERMIT CHECKLIST**

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

- Complete an engineering permit application online by visiting our [Online Permitting Portal](#)
- Contractors must obtain a Village contractor license prior to issuance of permit.
- Copy of contract or proposal.
- Submit a plat of survey clearly identifying the location and dimensions of the proposed work.
  - Patios are required to be installed a minimum of five feet (5') from the side property line.
  - Service walks can be a maximum of four feet (4') wide and are required to be installed a minimum of two feet (2') from the side property line.
- Service walks and patios are required to be installed at least six inches (6") below the top of foundation.
- Service walks and patios shall not be tied into the building foundation.
- Services walks and patios may not block existing drainage swales or overland drainage flow routes.
- Service walks and patios shall not be installed on a wet or frozen base. See [Temperature Limitations](#)
- Brick Paver Requirements:
  - Brick pavers must be approved by the Village prior to the installation of patios/service walks. Common household brick is not an approved material.
  - Brick paver installation shall follow manufacturer's specifications and installation guide. The aggregate base is required to be a minimum of six inches (6") of compacted CA-6.
  - Adequate edge restraints shall be provided along the perimeter of all patios and service walks to prevent rolling or separating of pavers. ([See Edge Restraint Details](#))
  - Positive drainage away from the building must be maintained.
  - Vegetation and excavated material removed during the installation must be removed from the property and disposed of properly.

### **INSPECTIONS:**

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

- BRICK PAVER BASE**
- FINAL** - Once restoration is complete and vegetation is established.