

COMMERCIAL & INDUSTRIAL DOCK AND APRON PERMIT CHECKLIST

PERMIT APPLICATION & SUBMITTAL REQUIREMENTS:

Ш	Complete an engineering permit application online by visiting our Online Permitting Portal.
	All contractors must obtain a Village contractor's license prior to issuance of permit.
	Provide a signed copy of the contract or proposal.
	Surety Bond and Certificate of Insurance are required. See form here.
	Submit a plat of survey or scaled site plan clearly identifying the location and dimensions of the proposed
	improvements:
	 New on-street loading docks are not permitted.
	 Dock driveways must lead to an operable dock overhead door. If the overhead door is removed; the driveway, dock, apron, depressed curb and gutter must be removed, new B6.12 curb and gutter (or match existing) and associated sidewalk shall be installed and the driveway/dock area must be restored with topsoil and sod.
	Drawings shall indicate and include the following:
	o Plan view with proposed dock/apron replacement.
	o Show right-of-way line.
	o Depressed Curb & Gutter detail.
	o Dock Apron and Drive detail - 8" PCC on 8" Crushed Aggregate.
	o 6"x6" #6 – Wire mesh required throughout apron.
	o Retaining wall details sealed by IL Licensed Architect or Structural Engineer (if applicable).
	 Proposed elevation grades through public sidewalk which slopes cannot exceed 2%; if carriage walk is adjacent to the apron, additional sidewalk and curb and gutter shall be replaced to meet ADA requirements.
	Associated Restoration:
	○ Parkway – 4" Topsoil and Sod.
	 Private Lawn – 4" Topsoil, Seed and Erosion Control Blanket.
	 Any damage to adjacent roadway pavement due to curb removal shall be restored.
	 Saw cut the existing pavement to the extents of that damage, a minimum of 12" wide, the length of the new curb and remove 1.5" of surface and replace with Hot Mix Asphalt. COLD PATCH ASPHALT WILL NOT BE ACCEPTED.
	Smr.o.v.a
	CTIONS:
Friday.	ons are scheduled by calling (847) 357-4220 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Please have the permit number and site address ready. In addition, please allow a minimum of 24 hours cheduling an inspection.
	Due Davis sub-base suite mash assessing initiate and forming
_	Pre-Pour, sub-base, wire mesh, expansion joints, and framing.
	Sidewalk ADA slope compliance Final