

City of St. Charles

Right-Of-Way, Driveway or Street Cut Permit



Building & Code Enforcement Division
2 East Main Street
St. Charles IL 60174
630.377.4406 (Office)
630.443.4638 (Fax)
<http://www.stcharlesil.gov>

Please direct any and all questions to the City of St. Charles Building and Code Enforcement Division: Monday (8 AM to 7 PM) Tuesday through Friday (8 AM to 4:30 PM) at 630.377.4406

A building permit is required prior to installation of any work in the right-of-way, driveway or street cut. The following are guidelines and comments for obtaining a building permit.

Application and Drawings Procedures:

- ▶ An application is to be filled out and submitted to the Building & Code Enforcement Division. Facsimiled copies are not accepted. The contact names, addresses, and phone numbers are to be filled out when submitting the application.
 - ▶ Two-2 copies of the plat of survey highlighting the area in which the work is being conducted.
 - ▶ Two-2 copies of the details of the proposed work.
 - ▶ An original copy of a Permit Bond or Performance Bond in the amount of \$10,000 with the City of St. Charles listed as beneficiary.
 - ▶ An original copy of a Certificate of Liability Insurance with special provisions listing the City of St. Charles as additional insured.
 - ▶ If you are using Non-standard pavement such as paving bricks, stamped concrete, colored concrete or stamped asphalt, prior to the submittal of the application the property owner is required to complete and file with the Kane County Recorder's Office a Non-Standard Pavement ROW Permit Agreement and a Covenant Running With the Land. USE BLACK INK ONLY.
 - **NON-STANDARD PAVEMENT (ROW) PERMIT AGREEMENT.** This agreement is to be filled out completely by the property owner, notarized using BLACK INK ONLY, and signed by the Development Engineering Division Manager or a member of the Development Engineering staff.
 - **COVENANT RUNNING WITH THE LAND.** This document is to be filled out completely by the property owner and notarized using BLACK INK ONLY. For a fee, the *Covenant Running with the Land* must be recorded, in person, at the County Recorder's Office for the county in which you reside. The County Recorder's Office will stamp this document in the upper right hand corner with your County's recording number.
- | | |
|---|---|
| <p>Kane County Recorder's Office
719 South Batavia Avenue Bldg C
Geneva, IL 60134
Phone: (630) 232-5935
Hours: 8:30 – 4:30¹ M-F
www.kanecountyrecorder.net</p> | <p>DuPage County Recorder's Office
421 North County Farm Road
Wheaton, IL 60187
Phone: (630) 407-5400
Hours: 8:00 – 4:30 M-F
www.dupageco.org</p> |
|---|---|
- ▶ Our goal is to complete the review of your building permit within (10) working days.

Application – Permit Fees:

- ▶ A filing fee is to be paid at time of submission of application and plans. Payment is to be submitted either in check, cash, or money order – no electronic payments accepted:
 - Right-of-way permit and/or private driveways - \$55.00 dollars
 - Street Cut - \$70.00 dollars

Inspections:

R.O.W. Permit for Driveway – One inspection required.

- Inspect base, expansion joint material and forms prior to paving.
- Second inspection could be required if curb cut is needed or requested.

R.O.W. Permit:

Placement of sidewalk would require one inspection.

- Base, expansion joint and form inspection

Open trench and sidewalk repair would require two inspections

- Trench backfill
- Sidewalk placement

Open trench with no pavement or sidewalk would require one inspection for restoration.

R.O.W. Permit with Pavement Cut – Three inspections would be required.

- Trench backfill
- Pavement Base inspection
- Final

Public Sidewalk has the following requirements:

- Forms – Must be a minimum of 6” in height. (1X6 or 2X6 wood or metal forms are allowed)
- Base – Minimum of 3” compacted granular material
- Concrete Sidewalk – 5” Thickness and provide 6” thickness through Commercial and Private entrances.
- 5’ minimum width along collector and major streets.
- 4’ minimum width along minor streets and cul-de-sacs.
- 4% maximum cross slope
- 0.5% minimum cross slope

Driveways have the following requirements:

- Maximum width of 24’ at the sidewalk and maximum of 29’ at back of curb.
- Minimum width of 12’

Asphalt Driveway

- Thickness - Minimum of 2” of bituminous concrete surface course mix
- Base - Minimum of 6” of compacted granular material

Concrete Driveway

- Forms – Must be a minimum of 6” in height (1X6 or 2x6 wood or metal forms are allowed)
- Thickness – 6” of Portland cement concrete pavement
- Base – Minimum of 4” of compacted granular material
- ½” expansion joint material must be used between driveway and curb and sidewalk and approach.

Brick Pavers

- Base – Minimum of 6” compacted granular material with a minimum of 1” of sand cap.

Open cutting Public Street

- Cut must be full depth of pavement
- Full depth trench backfill must be used and compacted in lifts of no greater than 2 feet.

Asphalt Pavement Repairs – Must match existing pavement thickness and compact asphalt in lifts. Prior to surface course being placed the trench must have a clean edge with no damage or additional saw cutting might be required.

Concrete Pavement Repairs – Must match existing pavement thickness with ½” smooth dowels spaced no greater than 18” on center. Prior to placement of concrete the pavement edge must be a clean with no damage or additional saw cutting might be required.

24 Hour notice will be required to schedule an inspection for any work performed in the City of St. Charles R.O.W. Which include Public sidewalk, Driveways and Street repairs.

Right-Of-Way and/or private driveways:

This type of permit will need to be obtained for all ROW work that does not require open cutting a street or anytime a driveway is removed and replaced. Beginning June 1, 2009, the City of St. Charles will require a permit for all driveway removal and replacements as well.

No access drive shall cover more than twenty-five percent (25%) of the front or exterior side yard in which it is located, except that circular driveways serving one and two family dwellings may cover a) up to fifty percent (50%) of the front yard, if both access points intersect with the front lot line, b) up to fifty percent (50%) of the exterior side yard, if both access points intersect with the exterior side lot line or c) up to twenty-five percent (25%) of the total area of the front and exterior side yards, if one access intersects the front lot line and the other intersects the exterior side lot line. Notwithstanding this limitation on lot coverage for access drives, one driveway up to 16 feet wide generally perpendicular to the street is permitted for one and two family uses, and one driveway of up to 24 feet wide generally perpendicular to the street is permitted for other uses, regardless of the percentage of the yard it occupies.

Street Cut:

This permit will need to be obtained for all ROW work that is performed in the street, including curb work, or requires open cutting a City owned street or alley.

General Comments:

- ⇒ All pre-inspections are required to be scheduled with the Building and Code Enforcement Division Office (630.377.4406) a minimum of 24-hours in advance before bituminous, concrete or non-standard pavement is placed within the right of way. Scheduling these inspections is encouraged at the time your permit is issued.
- ⇒ All construction must be in accordance with the “Manual on Uniform Traffic Control Devices” (current edition).
- ⇒ All documents MUST be submitted to the Building and Code Enforcement Division, approved and a permit issued prior to any work beginning.
- ⇒ If you are using Non-standard pavement such as paving bricks, stamped concrete, colored concrete or stamped asphalt, the property owner is required to complete and file with the Kane County Recorder’s Office a Non-Standard Pavement ROW Permit Agreement and a Covenant Running With the Land prior to the submittal of the application. USE BLACK INK ONLY. A copy of which is attached in the packet.
- ⇒ All construction must be in accordance with the St. Charles Municipal Code, the Illinois Department of Transportation “Standards Specifications for Road and Bridge Construction” (current editions) and all final “Supplemental Specifications” published as of the date of this permit.
- ⇒ Applicant is responsible for contacting JULIE for utility locations (800.892.0123). You will be given a Dig Number; it is very important to retain this number for any references on these locations. Color code for the JULIE marking are as follows:

- | | |
|---------------------------------|--------|
| ▪ Electric Utilities | Red |
| ▪ Comcast (Cable) | Orange |
| ▪ Northern Illinois Gas (NICOR) | Yellow |
| ▪ Sewer Utilities | Green |
| ▪ Telephone Utilities | Orange |
| ▪ Water Utilities | Blue |

DESIGN REQUIREMENTS

Paver Bricks, Stamped Concrete or Stamped Asphalt

1. Placement of paver bricks stamped concrete or stamped asphalt require a “Non-Standard Pavement (Right-of-way) Permit Agreement (notarized)
2. “Covenant Running with the Land” documents, which will include the legal description of the property, parcel number, address, and owner’s signature and must be recorded with the County Recorder’s Office prior to construction.
3. The City will not replace nor pay for any Non-Standard pavement such as paver bricks, stamped concrete or stamped asphalt even if damaged by City during use or work within R.O.W.

Streets & Roadways

1. Drive Approaches, Bituminous: Bituminous driveways must conform to the following:
 - 2” minimum surface thickness
 - 8” compacted CA-6 stone base
2. Drive Approaches, Concrete: Concrete driveways must conform to the following:
 - 6” minimum thickness
 - 5” compacted CA-6 stone base
 - $\frac{3}{4}$ ” expansion joint provided between curb and approach, and sidewalk and approach
3. Drive Approaches, Minimum Dimensions: Driveways may be a maximum of 24’ in width and a minimum of 12’ in width.

B. Excavation Within Existing Pavement (place under streets and roadways)

1. All base and surface courses must be replaced to match existing. This includes concrete base courses with depths to match existing thickness.
2. Concrete base course shall be pinned to the existing adjacent pavement with the use of $\frac{1}{2}$ ” dowels on 18” centers.
3. Any excavation within existing pavement limits shall be complete with the use of flowable fill or CLSM (confined low strength material) up to the pavement section.

C. Temporary Pavement Patch (cold patch is not permitted)

1. Flowable fill placement should not exceed more than 3” below the bottom of the existing payment. After the flowable fill sets it must be capped with CA-06 stone and existing pavement section must be matched. The remaining void shall be filled with a temporary concrete patch. A layer of visquene shall be placed in-between the flowable fill and concrete patch to permit removal without disturbance to the flowable fill. The concrete shall be removed and replaced with bituminous material prior to the next May 1st.

D. Sidewalk

1. Sidewalks are generally located one (1) foot inside the R.O.W. All sidewalks shall conform to the following:
 - 5’ minimum width along collector and major streets
 - 4’ minimum width along minor streets and cul-de-sacs
 - Handicapped ramps provided at all locations where the sidewalk abuts a curb
 - $\frac{3}{4}$ ” expansion joint provided at 50’ intervals
 - Troweled contraction joint provided at 5’ intervals
 - 3” compacted CA-6 gravel base
 - 5” minimum thickness, 6” at driveway crossings
 - 4% maximum cross slope
 - 0.5% minimum cross slope

E. Saw Cutting Existing Curbs

1. Curb cuts may be completed by removing the “barrier” portion of the existing curb. Approval of this method will be subject to inspection by the Development Engineering Office and completed at the owner’s risk. Excessive spalling after saw cutting might require removal of the existing curb per the City’s discretion.

F. Traffic Control and Safety

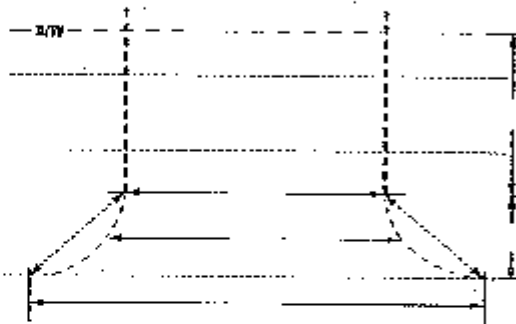
1. Any temporary road closures shall be completed with proper traffic control as mandated by Illinois Department of Transportation (IDOT).
2. The contractor shall coordinate all closures with the City of St. Charles Police Department (630-377-4435) and Tri-Com (630-377-9011).

Driveway Apron Detail

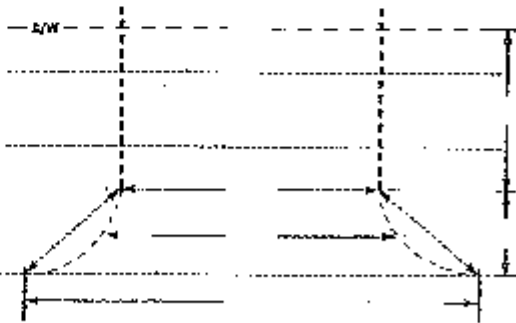
DRIVEWAY, SIDEWALK AND PAVEMENT WILL BE REPLACED TO MATCH EXISTING DIMENSIONS.

YES ___ NO ___

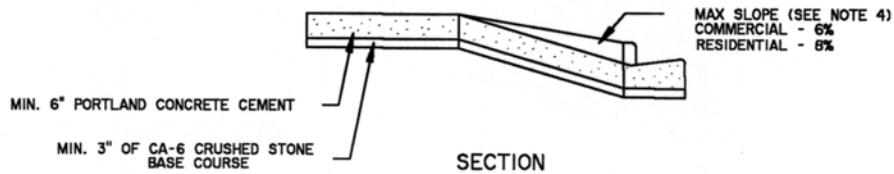
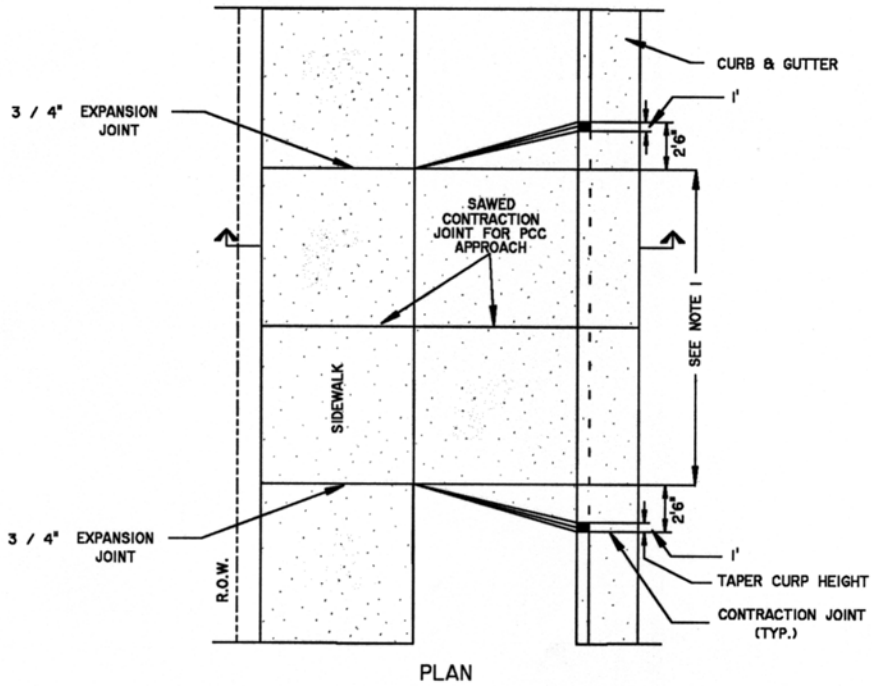
Street Address		
Driveway Type		
Date Removed	Area	
Date Replaced	Area	
Conduit Type		
Date Removed	Diameter	Length
Date Replaced	Diameter	Length
Mail Box Location		
Date Removed	Date Replaced	
Remarks		



Street Address		
Driveway Type		
Date Removed	Area	
Date Replaced	Area	
Conduit Type		
Date Removed	Diameter	Length
Date Replaced	Diameter	Length
Mail Box Location		
Date Removed	Date Replaced	
Remarks		



DRIVEWAY APPROACHES

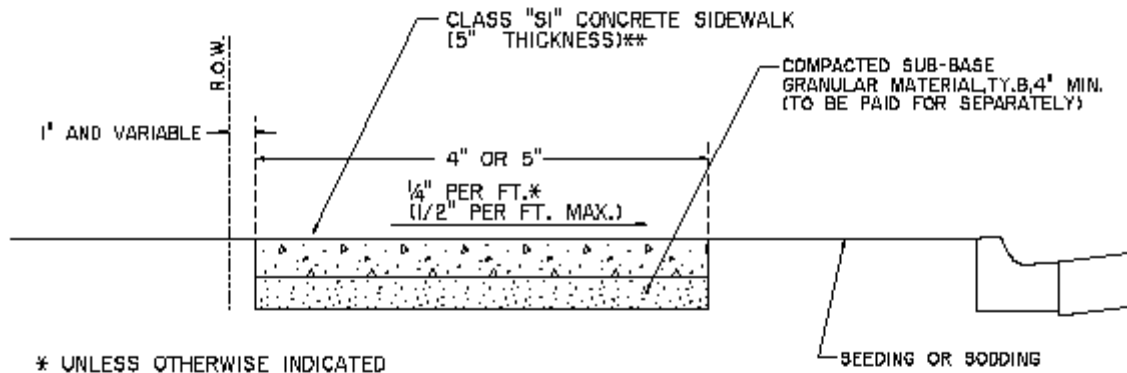


NOTES:

- 1.) RESIDENTIAL DRIVEWAY WIDTH SHALL BE 10 FT. MIN AND 24 FT. MAX.
- 2.) DRIVEWAY SHALL BE AS NEAR 90 DEGREES, AS SITE CONDITIONS PERMIT, BUT NOT LESS THAN 60 DEGREES.
- 3.) THE CONCRETE GUTTER THRU THE DRIVEWAY APPROACH SHALL BE IN ACCORDANCE WITH CITY STANDARD DRAWING NO. 3.
- 4.) MAX SLOPES APPLY TO NEW CONSTRUCTION. WHERE DRIVEWAYS ARE BEING RECONSTRUCTED, THE MAX SLOPE SHALL NOT EXCEED THE PRE-CONSTRUCTION CONDITION.

CITY OF ST. CHARLES

P.C.C. SIDEWALK DETAIL



* UNLESS OTHERWISE INDICATED
ON THE CROSS SECTIONS

** PROVIDE 6" (MIN.) THICKNESS THROUGH
COMMERCIAL & PRIVATE ENTRANCES
"COST INCIDENTAL" (SEE ARTICLE 424.04 OF
STD. SPECIFICATIONS)

CITY OF ST. CHARLES

DO NOT RECORD – ATTACH TO RECORDED COVENANT

**NON-STANDARD PAVEMENT (RIGHT-OF-WAY)
PERMIT AGREEMENT**

THIS AGREEMENT executed this _____ day of _____, _____, by and between the CITY OF ST. CHARLES, an Illinois municipal corporation, Kane and DuPage Counties, Illinois, (“CITY”) and _____ of St. Charles, Illinois (“OWNERS”);

W I T N E S S E T H:

WHEREAS, OWNERS are all of the record owners of a parcel of real estate commonly referred to as _____, St. Charles, Illinois and legally described as:

(Insert legal description)

(“OWNERS’S PROPERTY”); and

WHEREAS, the OWNER’S PROPERTY abuts a public right-of-way held in trust by the CITY as legally described and shown on Exhibit “A”, attached hereto and made a part hereof (“CITY PROPERTY”); and

WHEREAS, OWNERS request that the CITY grant a permit to construct, install, maintain and use Non-Standard Pavement in the CITY PROPERTY; and

WHEREAS, Non-Standard Pavement is defined as Stamped Concrete, Colored Concrete, Stamped Asphalt, Paving Bricks, or Landscape Bricks for this permit; and

WHEREAS, the CITY finds that the encroachment of the Non-Standard Pavement in the CITY PROPERTY is minor and as such will not impede the public use of the CITY PROPERTY; and

WHEREAS, the CITY is willing to enter into a permit agreement (the “Permit Agreement”) to permit the installation, construction, existence and use of Non-Standard Pavement in the CITY PROPERTY under certain conditions and restrictions as stated below; and

WHEREAS, the Development Engineering Division is authorized to execute the Permit Agreement on behalf of the CITY; and

WHEREAS, OWNERS agree to abide by those conditions and restrictions in exchange for the CITY entering into the Permit Agreement;

NOW, THEREFORE, in consideration of a one-time licensing fee of TEN and no/100 DOLLARS (\$10.00), the receipt and sufficiency of which is acknowledged by the CITY, and the mutual covenants contained herein, the CITY and OWNERS agree as follows:

1. OWNERS represent, warrant and covenant that they are all of the record owners of the OWNER'S PROPERTY.
2. The CITY grants to OWNERS, and OWNERS do hereby accept, a permit to construct, install, maintain, and use the above-described Non-Standard Pavement subject to all the terms and conditions of this Permit Agreement.
3. The Non-Standard Pavement shall be constructed and installed by OWNERS, at their expense, in strict accordance with descriptions contained in Exhibit "B" attached hereto and made a part hereof, and said shall encroach into the CITY PROPERTY no more than is described in Exhibit "B". All plans and specifications for construction and installation of the Non-Standard Pavement shall be submitted and approved by the Development Engineering Division prior to the commencement of any construction and/or installation whatsoever. All construction, installation, maintenance and use shall be done pursuant to all the laws, ordinances, resolutions, rules and regulations of the CITY, Kane County, State of Illinois or any other governmental unit or agency applicable thereto as amended from time to time.
4. Upon construction and installation or removal of said Non-Standard Pavement, OWNERS shall restore the surrounding area to its original condition immediately prior to construction and installation, or removal. In the event OWNERS do not restore the surrounding area, the CITY may restore the surrounding area and charge the costs thereof to OWNERS. Any such expense incurred by the CITY in connection with this Paragraph shall create a lien against the OWNER'S PROPERTY.
5. The Non-Standard Pavement shall at all times remain the property of the OWNERS and the CITY shall not be responsible for the continued maintenance of the Non-Standard Pavement; provided, however, the CITY may at its option, maintain the Non-Standard Pavement and charge OWNERS the costs and expenses incurred therein. Any such expense incurred by the CITY in connection with this Paragraph shall create a lien against the OWNER'S PROPERTY.
6. THE OWNER understands, acknowledges and accepts any and all responsibility for repair, restoration and any and all other work necessary to restore Non-Standard Pavement as a result of CITY damage during use or access of public

R.O.W shall be OWNER'S responsibility. The CITY shall have no responsibility under any condition for repair or restoration of Non-Standard Pavement.

7. This Agreement shall not give rise to any right of ownership in the CITY PROPERTY to OWNERS; the CITY PROPERTY shall continue to be a public property held by the CITY in trust for the general public.

8. The Non-Standard Pavement shall be constructed, installed, maintained and used so as to not interfere with either the public use of the CITY PROPERTY or the rights of abutting and adjoining landowners. The construction, installation, maintenance or use of the Non-Standard Pavement shall not at any time interfere with the public use of the CITY PROPERTY.

9. This Permit Agreement is subject to the CITY'S unilateral amendment, modification or rescission, and the privileges and authority granted herein may be revoked by the CITY at any time without cause, at which time OWNERS, at their expense, shall remove the Non-Standard Pavement in accordance with Paragraph 3 hereof and the St. Charles Municipal Code, however, the CITY may at its option, remove the Non-Standard Pavement and charge OWNERS the costs and expenses incurred therein. Any such expense incurred by the CITY in connection with this Paragraph shall create a lien against the OWNER'S PROPERTY.

10. The OWNERS agree to indemnify and hold the CITY, its officers, officials, employees and agents harmless from (a) any causes of action or claims for damages to the Non-Standard Pavement caused by work by the CITY or its agents, within the CITY PROPERTY, and/or (b) any and all claims and causes of action (including, but not limited to, those brought, asserted or alleged by third parties), and liabilities or expenses, including judgments, costs and damages, and including any and all attorney's fees and costs incurred by the CITY, alleged to have occurred from the installation, construction, repair, maintenance, continued existence, or removal of the Non-Standard Pavement.

11. OWNERS understand and agree that the CITY, public utilities and/or cable television companies, and their successors and assigns, may also have certain rights in, over, under, upon or across the CITY PROPERTY and that this Permit Agreement does not affect or diminish the rights of those parties and that the construction, installation, repair, maintenance and/or use of the Non-Standard Pavement will not affect or diminish those parties rights referred to above.

12. Prior to applying for and obtaining a building permit, OWNERS shall complete, and the CITY shall

approve, and record the Covenant Running with the Land, attached hereto and made a part hereof as Exhibit "C". Prior to the CITY entering into this Permit Agreement, OWNERS shall deliver to the CITY a recorded copy of the Covenant Running with the Land.

13. This Permit Agreement shall be binding upon and inure to the benefit of the respective heirs, successors and assigns of the parties hereto.

USE BLACK INK ONLY

CITY OF ST. CHARLES

By: _____
Development Engineering Representative

IN WITNESS WHEREOF, we have hereunto set our hands and seals the day and year first above written.

OWNERS (S)

State of Illinois)) SS.
Kane County)

I, the undersigned, a Notary Public in, and for said County and State aforesaid, DO HEREBY CERTIFY that _____ and _____, personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and notarial seal, this _____ day of _____, A.D., _____.

Notary Public

COVENANT RUNNING WITH THE LAND - RECORD

THE DECLARATION OF COVENANTS made this

_____ day of _____, 20____, by _____

being **all** of the owners of the following described property; to-wit: **(Insert Legal Description)**

Parcel Number: _____

Commonly known as: _____
(Address – Please Print)

WHEREAS, the City of St. Charles regulates the right-of-ways within its boundaries; and

WHEREAS, the declarants (Property Owners) wish to install Non-Standard Pavement in said right-of-way;

NOW, THEREFORE, in consideration of the City of St. Charles issuing a permit to the declarants to install Non-Standard Pavement in the right-of-way adjacent to the above-described property, said property is hereby made subject to the following covenants and restrictions, all of which shall be deemed to run with the above-described property:

1. The declarants, their assigns and successors in title hereby agree to install Non-Standard Pavement in full compliance with the laws, ordinances, resolutions, rules and regulations of the City of St. Charles, Kane County, the State of Illinois or any other governmental unit or agency having jurisdiction, applicable thereto as amended from time to time.
2. The declarants, their assigns and successors in title hereby agree to and do hereby release the City of St. Charles, its officers, agents and employees which are from time to time authorized to use said right-of-way for any obligation as a result of damages to the Non-Standard Pavement which may occur in the course of the installation, removal, maintenance or repair of any utility within said right-of-way, or as the result of street construction/repair, snow removal, or street cleaning by the City of St. Charles,
3. The declarants, their assigns and successors in title hereby agree to indemnify and save the City of St. Charles and the public utilities which are from time to time authorized to use said easements and public parkways, and both groups' officers, agents and employees harmless for any damages, injuries, and costs including damages to the utility equipment, occasioned by the installation, maintenance, location, repair of the Non-Standard Pavement described above. Said costs to include attorney fees and costs of litigation.
4. The declarants, their assigns and successors in title hereby agree to indemnify and save the City of St. Charles, its officials, employees and agents harmless from any and all claims, causes of action, judgments, expenses, and damages, including attorneys' fees and costs incurred by the City, alleged to have occurred from the installation, construction, repair, maintenance, continued existence, or removal of the Non-Standard Pavement.

IN WITNESS WHEREOF, the undersigned have executed this declaration at _____, Illinois

Print Full Name

Print Full Name

Property Owner's Signature

Property Owner's Signature

EXHIBIT "C"

STATE OF ILLINOIS)

) SS.

COUNTY OF)

I, _____, a Notary Public in and for said County, in the State of Illinois, do hereby certify that _____, personally known to me to be the same person whose name is subscribed in the foregoing instrument, appeared before me this day in person and acknowledged that _____ signed, sealed and delivered said instrument as _____ free and voluntary act for the uses and purposes therein set forth.

Given under my hand and seal this _____ day of _____, 20_____.

NOTARY PUBLIC

THIS DOCUMENT PREPARED BY
AND RETURN TO:

City of St. Charles
Attn: Building & Code Enforcement Division
Two East Main Street
St. Charles, IL 60174
Phone: 630.377.4406

CITY OF ST CHARLES
Application for Right-Of-Way, Driveway or Street Cut Permit



Department: Building & Code Enforcement Division Phone: (630) 377-4406 Fax (630) 443-4638

Application Date: _____ **Parcel No.** _____ **Permit No.** _____

PLEASE PRINT ALL INFORMATION

I, _____, do hereby apply for a permit for the following described work

located at _____ **Estimated Cost:** _____

Description of proposed work: _____

I hereby apply for a permit to conduct the following: (check all that apply)

- Right of Way**
- Private Driveway**
- Street Cut**

Check List for Submittal of Application:

- Building Permit Application – Completely Filled Out.
- Two-2 copies of the plat of survey highlighting the area in which the work being conducted.
- Two-2 copies of the details of the proposed work.
- An original copy of a Permit Bond or Performance Bond in the amount of \$10,000 with the City of St. Charles listed as beneficiary.
- An original copy of a Certificate of Liability Insurance with special provisions listing the City of St. Charles as additional insured.
- If you are using Non-standard pavement such as paving bricks, stamped concrete, colored concrete or stamped asphalt, the property owner is required to complete and file with the Kane County Recorder's Office a Non-Standard Pavement ROW Permit Agreement and a Covenant Running With the Land prior to the submittal of the application.

Owner of the Property:

Name: _____

Address: _____

City/State/Zip Code: _____

Telephone NO. _____

Applicant:

Name: _____

Address: _____

City/State/Zip Code: _____

Telephone NO. _____

General Contractor:

Name: _____

Address: _____

City/State/Zip Code: _____

Telephone NO. _____

Illinois License No. _____

Contractor: _____

Name: _____

Address: _____

City/State/Zip Code: _____

Telephone NO. _____

Illinois License No. _____

Application for Right-Of-Way, Driveway or Street Cut
Page 2

I, the undersigned, certify that if a permit is issued to me, I will comply with all applicable ordinances of the City of St. Charles and shall perform all work, or cause all work to be performed according to the provisions of said ordinances; the Illinois Department of Transportation “Standard Specifications” for Road and Bridge Construction” (current editions), and all final “Supplemental Specifications” published as of the date of this permit. I, or my agent, shall personally supervise the work and shall do, or cause to have done, said work according to plans, specifications and other written information supplied as a part of this application. I am familiar with the applicable ordinances and the provision thereof and in signing this application do willingly become responsible for all work accomplished under the permit by all contractors, tradesmen and workmen, and shall call for inspections as required at a minimum of 24-hours before they become due.

PRINT NAME: _____ **SIGNATURE:** _____

REPORT OF THE BUILDING OFFICIAL

Remarks: _____

Accepted: _____ **Rejected:** _____ **Date:** _____

Signed: _____

For Office Use
Received _____
Fee Paid \$ _____
Receipt # _____
Check # _____

