

Village of Merrionette Park
11720 S. Kedzie Avenue
Merrionette Park, IL 60803
(708)396-3183
(708)396-3890

APPLICATION FOR BUILDING PERMIT
Driveway

Date of Application _____ Permit # _____
Name of Applicant _____
Address of Structure _____
Owner of Structure _____
Address _____
Phone # _____

Contractor's Name _____
Address _____
Phone # _____
Are you currently licensed with the Village? Yes No
Current License # _____ Expiration Date _____

Describe work being done: _____
Estimated Cost: _____

Signature _____ Date _____

Building Commissioner _____ Date _____

***PLEASE ATTACH A COPY OF YOUR PROPOSAL/CONTRACT
WITH THIS APPLICATION.***

PLEASE GIVE 24-48 HOURS NOTICE FOR ALL INSPECTIONS

VILLAGE OF MERRIONETTE PARK
INSPECTION SCHEDULE FOR ADDITIONS AND NEW STRUCTURES

- 5 Building Inspections
1. Footing formed up before pouring
 2. Foundation wall formed up before pouring
 3. Framing before siding or brick
 4. After insulation
 5. Final

- 3 Electrical Inspections
1. Service change
 2. Rough in
 3. Final

- 3 Plumbing Inspections
1. Ground work before covering up
 2. Rough in
 3. Final

DRIVEWAYS

1. Pre-pour Concrete
2. Blacktop
3. Final

GARAGES

- 4 Building Inspections
1. Concrete floor before paving/pouring
 2. Footing formed up before pouring
 3. Foundation wall formed up before pouring
 4. Final

FENCES

- 2 Building Inspections
1. Hole Depth – 42” in Concrete
 2. Final

SHEDS

- 2 Building Inspections
1. Slab inspection and layout – with no slab
 2. Final

ROOFING

- 2 Building Inspections
1. Tear off sheathing
 2. Final

SWIMMING POOLS

- 1 Building Inspection
- 2 Electric Inspection
1. Final
 1. Ground preparation
 2. Final

IN-GROUND POOL

- 1 Plumbing Permit + Inspection

applicant and used by the village for the purpose of paying the cost of restoring the street, alley, sidewalk, parkway, or other public place and the surface thereof to the condition that existed before the opening, excavation, or tunnel was made; however, the applicant shall, in each case, do all necessary backfilling or have the backfilling done. All backfilling shall be done with care and caution and only bank or lake sand shall be used as backfill. After the backfilling has been properly done, any materials excavated or not used shall be removed from the location of the excavation to the places the Public Works Director shall direct.

(1) In restoring the street, alley, sidewalk, parkway, or other public place, the village may use its own employees and equipment and make reasonable charges therefor, or it may engage the services of other persons and equipment, and charge the cost thereof to the applicant. Any balance of the deposit remaining after the deduction of the charges or costs shall be returned to the applicant, and any charges over the deposit, collected from the applicant. In case the applicant shall restore the street to its original condition, the applicant shall be entitled to the return of his or her deposit after one year from the date of application or restoration, whichever is later; otherwise, the deposit may be used as specified herein.

(2) No permit shall be issued unless the applicant has on file with the village, and in full force and effect, a bond in the amount of \$10,000 with surety to be approved by the village, conditioned to indemnify the village against any and all loss or liability resulting from the making of the opening, excavation, or tunnel. All openings, excavations, tunnels, refills, and resurfacing shall be made under the supervision of and subject to the approval of the Public Works Director. ('71 Code, Ch. 9, Art. 1, § 26)

(B) It shall be unlawful to construct or maintain any opening or stairway in any public street or sidewalk or alley without a permit from the Board of Trustees. All lawfully-maintained openings shall be guarded by a suitable strong cover or a railing, to the approval of the Public Works Director. ('71 Code, Ch. 9, Art. 1, § 28) Penalty, see § 97.99(A)

DRIVEWAYS

§ 97.35 PERMIT REQUIRED.

No person, firm, or corporation shall construct a driveway across any sidewalk in the village, for commercial use or the habitual use of any other than the owner or occupant of the premises served, without having obtained a permit therefor. The permit shall be revocable by the President with the approval of the Board of Trustees and shall be issued on that condition. No driveway over 20 feet in width shall be

constructed or maintained without the approval of the Village Board. Applications for permits shall be made to the Building Commissioner. A copy of the application and the fee set forth in § 97.36 shall be deposited with the Village Clerk. ('71 Code, Ch. 9, Art. 2, § 1) Penalty, see § 97.99(A)

§ 97.36 FEES.

The fee for all construction permits shall be \$50 for any driveway to be constructed over village sidewalks, parkways, or streets, plus an administrative cost surcharge of \$5, plus any applicable inspection fees. There shall be an annual permit fee of \$1 for every foot in width over 16 feet of the driveway across any sidewalk, parkway, or street fronting a commercial business. ('71 Code, Ch. 9, Art. 2, § 2) (Am. Ord. 94-639, passed 3-16-94; Am. Ord. 99-782, passed 6-16-99; Am. Ord. 05-940, passed 3-18-05)

§ 97.37 GRADE SURFACE.

No driveway maintained for commercial or private use, shall be so constructed or graded as to leave a step, sharp depression, or other obstruction in the sidewalk. The grade shall be as near as possible to that of the adjoining sidewalk. It shall be unlawful to have the surface finish of any driveway, where it crosses the sidewalk, constructed of any materials which render it slippery and hazardous for pedestrians, or to have the grade of the sidewalk be other than level. ('71 Code, Ch. 9, Art. 2, § 3) Penalty, see § 97.99(A)

§ 97.38 MATERIALS; REPAIR.

(A) Driveways across sidewalks shall be constructed of concrete or asphalt material. ('71 Code, Ch. 9, Art. 2, § 4)

(B) It shall be the duty of every person maintaining a driveway to keep it in good repair where it crosses the sidewalk, and free from obstruction and openings. ('71 Code, Ch. 9, Art. 2, § 5) Penalty, see § 97.99(A)

§ 97.39 BOND.

No permit for a commercial driveway, or driveway for the habitual use of the public or any other persons other than the owner or occupant of the premises served, to be constructed across any public sidewalk shall be issued, and no driveway shall be maintained, unless there is first filed with the Village Clerk a bond in the sum of \$10,000, with sureties to be approved by the Board of Trustees, conditioned to indemnify the village for any loss, damage, or liability suffered or incurred by reason of the existence, construction, or use of the driveway. ('71 Code, Ch. 9, Art. 2, § 6) Penalty, see § 97.99(A)