

PATIOS AND WALKWAYS

Application Date ____/____/____

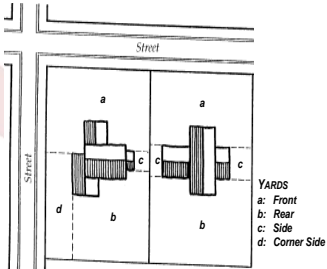
BUILDING PERMIT APPLICATION

Property & Owner Information			
Owner Name			
Phone			
Email Address			
Street Address	_____		
	Romeoville, Illinois 60446		
Subdivision & Lot #	Subdivision _____ Lot # _____		
Work Performed by Homeowner If you are doing the work yourself please also complete the <i>Property Owner's Acknowledgement of Responsibility</i> form.			
Contractor Information If you are using a contractor or sub-contractor, a copy of the signed contract must be included with the application and the following information must be provided. All contractors and sub-contractors doing work in Romeoville must be registered, insured and bonded with the Village.			
Contractor Name		Village Registration No.	
Contractor Address (no P.O. Box)			
Contractor Phone		Email Address	
Who is the applicant?	<input type="checkbox"/> Owner <input type="checkbox"/> Renter <input type="checkbox"/> Contractor		
Who will be doing the work? Check all that apply.	<input type="checkbox"/> Self <input type="checkbox"/> General Contractor <input type="checkbox"/> Sub-Contractor(s)		
Who is the contact person?	<input type="checkbox"/> Homeowner <input type="checkbox"/> Contractor		
Estimated Cost	\$ _____		

Office Use Only		<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Status Sticker OFFICIAL USE ONLY </div> <div style="font-size: 2em; font-weight: bold;">\$ 60.00</div>
Application Date:		
Received By:		
Permit Date:		
Permit #:		Cost of Permit:

Requirements

Requirement	✓ to confirm that you have shown ...	Office Use
You shall submit a Plat of Survey or scaled plot plan which shows all structures on the lot, including the home, decks, porches, sheds, garages, pools, gazebos, etc. The structures shall be drawn to scale, labeled, and dimensioned. <i>Please refer to Page 3 for an example.</i>	all structures	
The patio and/or walkway shall be shown. It shall be labeled and dimensioned.	the proposed structure	
The patio and/or walkway may not be on an easement, except with the written permission of the Village and all utility companies having rights to the easement.	the structure not located on any easement	
The patio and/or walkway shall be not less than 5 feet from the side property line.	the distance to the side property line	
The patio and/or walkway shall be not less than 10 feet from the rear property line. <i>However, if the property is zoned R-5A (Hampton Park, Poplar Ridge & Honey tree Unit 5,) the structure must be at least 7 feet to the rear property line.</i>	the distance to the rear property line	

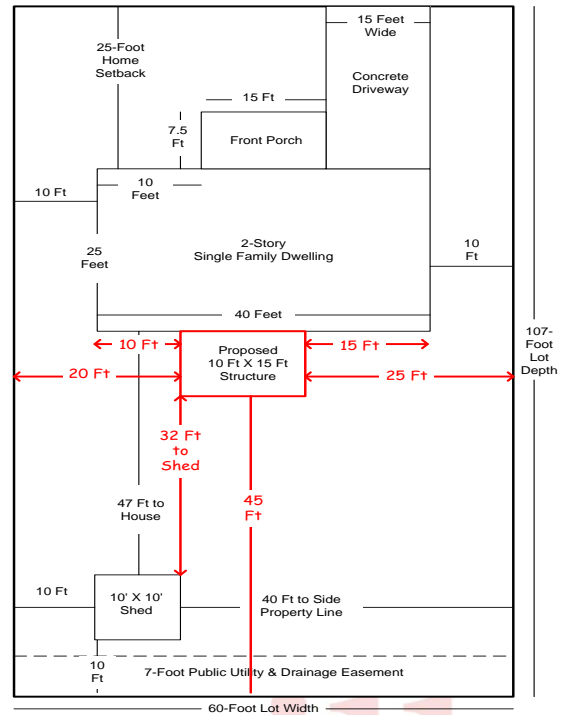
Requirement	Fill in the blanks.	Office Use
<p>A patio, that is open to the sky, may be located in the rear yard (shown as 'b' on the diagram) or side yard (shown as 'c' on the diagram).</p> 	<p>In which yard is the proposed structure: _____ Yard</p>	
<p>In total, no more that 50% of the property can be covered with building, structures, or pavement. <i>Patio stones or blocks are included in the overall lot coverage.</i></p>	<p>Size of proposed patio: _____ <i>Decorative patio stone or block under 100 square feet in area does not require a permit.</i> % of lot covered with structures: _____%</p>	

SAMPLE PLOT PLAN

This illustration is provided as an example of what must be submitted with your application. Please note that it must show:

- The size of the lot
- The location and size of the house
- The location and size of all existing structures
- The location of the proposed patio
- The size of the proposed patio
- The distance from the patio to the rear property line
- The distance from the patio to the side property line

All of this information must be shown on your plat so that we can review your application.



Construction Requirements

Please read the requirements and place a ✓ in the column to the left to confirm that you understand and agree.

		Office Use
<input type="checkbox"/>	Patios shall be excavated to a depth of not less than 8 inches to allow for 4 inches of CA 6 gravel and 4 inches of concrete. Additives are not allowed in the concrete. The excavated soil shall be removed from the property. Concrete patios are not allowed to be poured against siding. The siding shall be removed and proper corrosion resistant flashing be installed. The patio shall have contraction joints installed.	
<input type="checkbox"/>	A patio or walkway shall slope away from the foundation to allow for proper drainage and have a broom finish. A "California" finish is allowed. A patio or walkway shall have contraction joints as required by the ACI.	
<input type="checkbox"/>	A concrete patio or walkway shall be separated by expansion joint, when they abut existing concrete.	
<input type="checkbox"/>	Exterior concrete shall not be installed from November 15 th through April 1 st without the approval of the Building Official.	
Requirement	Fill in the blanks.	
CA6 (road mix) shall be used as the base course placed at a depth of not less than four (4) inches. The base course must be mechanically compacted.	What base course material will be used? _____	
Wire mesh or approved equivalent shall be used as reinforcement.	What depth is the base course? _____ Inches	
A patio and/or walkway shall be monolithically poured (as one uniform piece) to a depth of not less than four (4) inches.	What material will be used for reinforcement? _____	
Concrete used for a patio or walkway shall be not less than a 5 bag mix.	What will be the thickness of the patio or walkway? _____ Inches	
The concrete cannot be poured against an exterior wall covering unless the exterior wall covering is removed and properly flashed.	What will be the bag mix? _____ Bag Mix	
	Will the concrete be poured against siding, T-111, brick, etc.? _____ If so, provide a flashing detail.	

Permit & Inspection Requirements <i>Please read the requirements and place a ✓ in the box to the left to confirm that you understand and agree.</i>	Office Use
<input type="checkbox"/> The Building Permit must be posted in the building's window where it can be seen from the street. Each phase of construction must be inspected and approved by the Village of Romeoville prior to proceeding to the next stage of construction. <input type="checkbox"/> • A Pre-Pour Inspection must be performed once the base course and forms are in and before pouring concrete. <input type="checkbox"/> • A FINAL INSPECTION MUST BE PERFORMED AFTER THE PATIO HAS BEEN COMPLETED. Once the inspection passes, a Certificate of Completion will be issued. The patio may not be used until the Certificate of Completion has been issued. <input type="checkbox"/> • All inspections must be scheduled in advance by calling (815)886-7200 or by emailing buildinginspections@romeoville.org . A permit number must be provided when inspections are scheduled. <input type="checkbox"/> • Failure to call for required inspections may result in a "STOP WORK ORDER" . <input type="checkbox"/> • Should you fail an inspection, a re-inspection fee must be paid before continuing work and before scheduling another inspection. INVOICED AFTER 5 DAYS. <input type="checkbox"/> The project shall start within ninety (90) days from the date the permit is issued and completed within one hundred and eighty (180) days.	

I hereby declare that I have read and understood this application. The above information and any attachments are correct. I agree, that in consideration of and upon issuance of a building or use permit, that I am allowed to do such work as herewith applied for, and that such premises shall be used only for such purposes as set forth above.

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Applicant: _____ Date: _____

This Page for Office Use Only
Approval & Review Status

Building	Date Plans Received		Date Plans Approved	
	Plans Examiner		Plans Approved By	

Planning:	Date Plans Received		Date Plans Approved	
	Plans Examiner		Plans Approved By	

Clerical	Check for Outstanding Debt:		Contacted Date:	
	Person Contacted:		Contacted By:	