



Village of East Dundee
120 Barrington Avenue, East Dundee, IL 60118
(847) 426-2822
www.eastdundee.net

RIGHT - OF- WAY PERMIT (ROW) PERMIT APPLICATION

The Village of East Dundee requires a ROW permit for Any work in right-of-way

- Curb removal and replacement
- Street Cuts
- Utility Improvements

Please complete the checklist below and include the following items with the submittal package to:

Village of East Dundee
120 Barrington Ave
East Dundee, IL 60118
Hours M-F 8am-4pm

1. Plat of Survey highlighting the area in which the work will be conducted
2. A Surety Bond
 - 25,000.00
3. Insurance certificate must be provided:
 - Contractors need certificates of insurance listing the Village of East Dundee as additional insured.
4. Homeowners do not need to provide anything.
5. A copy of a IDOT and /or County ROW permit, if applicable
6. Traffic Control Plan, if applicable

Applicant is responsible to call J.U.L.I.E. to obtain locations of underground utilities prior to excavating. Please allow a minimum of one (1) week for permit review and issuance of either permit or comments from the date of submittal.

When designing and replacing existing materials please use the details that are attached to this permit application to comply with Village standards.

- Driveway
- Curb
- Sidewalk
- Drainage pipe/Trench
- Commercial Approach
- Residential Driveway Approach



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Please contact the Building Department at least 24 hours in advance to schedule required inspections. Required inspections include:

- **Curb:**
 - Inspect proof roll of sub-base
 - Inspect stone, rebar and curb thickness
 - Inspect grades of the curb to provide positive drainage
 - Final inspection when restoration is completed

- **Driveway Apron:**
 - Inspect width at curb and walk
 - Inspect stone and thickness
 - Final inspection when restoration is completed

- **Utility Improvements:**
 - Ensure that there is proper installation, including spring line or trench backfill
 - Ensure proper slope and grades
 - Inspect connection points
 - Inspect backfill and compaction
 - Inspect pavement and landscape
 - Verify proper testing has been completed (air, vacuum, mandrel, televised)

- **Utility Repairs:**
 - Ensure that a proper connection or repair has been made with trench backfill as necessary
 - Inspect backfill and compaction
 - Inspect roadway or pavement replacement meeting specifications
 - Final inspection when restoration is completed

NOTE: Not every application will require each inspection. Please contact Phil Cotter, Public Works Director at 847-426-2822 Ext. 6303 pcotter@eastdundee.net



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Application Date: _____ P.I.N. # _____ PERMIT # _____

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

Described work located at _____

Estimated Cost: \$ _____

Description of proposed work: _____

_____ Curb _____ Sidewalk _____ Utility Improvement
_____ Driveway apron _____ Utility Repair _____ Other _____

Estimated time from commencement of construction until restorations are complete _____

Construction will be completed in:

_____ Parkway Only _____ 1/2 of Street _____ Full Street

Other -Describe location: _____

Owner of the Property:

Applicant:

Name: _____

Name: _____

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Telephone: _____

Telephone: _____

Email: _____

Email: _____

General Contractor:

Contractor:

Name: _____

Name: _____

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Telephone: _____

Telephone: _____

Email: _____

Email: _____

I agree to comply with the Village of East Dundee governing excavations. I further agree to indemnify the Village of East Dundee and its employees for any loss, liability or damage that may result or accrue from or because of the conduct of the applicant, its employees and/or agents relating to the work covered by the permit. I also agree to conform to OSHA guidelines for work completed in open trenches and/or confined spaces.

Applicant Signature: _____

Date: _____

Office Use Only

Permit fees are waived for utility companies that have a franchise agreement with the Village

Permit Fee \$50.00: _____ Inspection Fee \$50.00 _____

By: _____

Bond; Reference Chapter 54 of the Village Code: \$25,000.00 _____

Public Works Director

<https://codelibrary.amlegal.com/codes/eastdundee/latest/overview>

Date Permit Received: _____ Received By: _____ Permit # _____

Total Permit Fees: _____ CK: _____ Credit Card: _____ Charge #: _____