



## CONTACT

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Building Department  
(815) 469-2177

## LANDSCAPING

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### OVERVIEW:

A permit is required for all landscaping projects throughout the village. Landscaping and grading in conjunction with new construction shall comply with the following requirements. The current permit fee is \$125.00, plus a \$1,000.00 cash bond, which will be returned upon approval of landscaping and grading.

### APPLYING FOR THE PERMIT:

The property owner will need to submit the following information when applying for this permit:

- Complete and submit building permit application.
- Complete the landscape deposit for (\$1,000.00).
- Submit a topographical plat of survey that identifies the existing grade elevations of the property. It is the General Contractor's responsibility to provide this document and final grade must be in general conformance with the approved engineered plans of the subdivision. This survey denotes the rough grade; it is the responsibility of the landscape contractor to define the drainage swales to ensure proper drainage. The Village will not issue the landscape permit without the final grade as built being submitted and approved.
- Identify on the plat of survey the proposed planting beds as they relate to the property lines. All planting beds, berms, trees, landscape vegetation, mulch, stone, or any other landscape plantings are not allowed in the drainage easements. Sod is the only permitted vegetation in the drainage easements, standard easements are approximately (5) feet in width; however, occasionally there are easements that vary in width and cannot be encroached into.
- Parkway trees are required for all new home sites and must be a minimum of 2 ½ caliper inches and spaced not more than (35)

feet apart. Submit information on the location, species and size of parkway trees.

- B-Box (water valve) must be visible and above grade upon inspection.
- Contractor registration is required prior to issuance of the permits.
- **Required Inspections:** It is required that a village inspector preforms (2) inspections, a grade and a final. It is the landscape contractor's responsibility to call in the request for inspections. Prior to installing the sod, the grade inspection must be performed to verify drainage swales are defined in accordance with the approved plans. After completion of all landscape material, including the required number and species of trees, a **final landscape inspection** must be scheduled. The location of all planting beds must not vary from the approved plans. After completion and approval on the final inspection the landscape bond will be returned.