

GRADING SURVEY REQUIREMENTS

§ 150.023 (B) Surveys. The following surveys shall be required for all individual lots within a subdivision as part of the home-building process:

- 1) Permit Plat: Two (2) copies of a permit plat, dated not more than six (6) months from the date of submission, shall be submitted with the application for principal structure permit to the Building Administrator, containing the following information:
 1. Legal description of the property.
 2. Lot number, street address, lot size and building setback line.
 3. Location of existing utility, drainage or other easements.
 4. North arrow and scale.
 5. Benchmark, plainly labeled and within three hundred feet (300') of the proposed developed lot.
 6. Location and size of the proposed building on the lot, with dimensions to the front, rear and side property lines indicated.
 7. Proposed elevations for the top of foundation (including any steps) and adjoining finished adjacent grade.
 8. Proposed finished elevations for all property corners, side-yard summits, and any additional spot elevations required to indicate overland drainage patterns. Any specific cross-sectional details for overland flood routing shall be indicated as well.
 9. Elevations for the top of existing foundations in the adjacent properties.
 10. Proposed driveway and sidewalk placement, proposed driveway slope, proposed sanitary sewer and water service locations, and soil erosion control plan.
 11. Indication of any special architectural features necessary to ensure proper drainage for the site (i.e., dropped siding, brick ledge, or retaining walls).
 12. Stamp and signature of a Registered Land Surveyor or Registered Professional Engineer (both Illinois certified).
- 2) Top of Foundation Survey: Two (2) copies of a Top of Foundation Survey shall be submitted to the Building Administrator after the foundation walls have been completed and before further construction is undertaken, containing the following information:
 1. Exact location of the structure in relation to the lot lines.

2. Elevation of the top of foundation (including any steps).
 3. Stamp and signature of a Registered Land Surveyor or Registered Professional Engineer (both Illinois certified), including the following statement: "The top of foundation survey substantially complies with the approved Permit Plat for the lot." In the event that the final grading of the lot differs from the approved Permit Plat, a statement must be made as to the nature of the change. The Village Engineer may approve minor changes discovered during this Top of Foundation Survey preparation, providing that the changes do not adversely affect the drainage on the land in question or other lands.
- 3) First Lot Grading Survey – Before Landscaping: Prior to issuance of a certificate of occupancy for any building and after installation of topsoil and prior to installation of landscaping, the builder shall be required to submit two (2) copies of the First Lot Grading Survey to the Building Administrator, containing the following information:
1. Legal description of the property.
 2. Builder's name, unit number, lot number, street address and building setback line.
 3. Location of existing utility, drainage or other easements.
 4. North arrow and scale.
 5. Benchmark, plainly labeled and within three hundred feet (300') of the proposed developed lot.
 6. Existing elevation of the top of foundation (including any steps) and adjoining finished adjacent grade.
 7. Existing elevation of the garage floor at the front of the garage.
 8. Location and elevation of any special architectural features (i.e., dropped siding, brick ledge, or retaining walls).
 9. Indicate existing driveway slope measured along the center line of the driveway in percentage to house side edge of sidewalk, or to top of curb if there is no sidewalk.
 10. Existing finished elevations for all property corners, side-yard summits, and any additional spot elevations required to indicate overland drainage patterns, as well drainage arrows.
 11. Elevations for the top of existing foundations in the adjacent properties.
 12. Location of water service b-box and location and elevation of any additional utility structures on the lot.

13. Location with measurements of any additional accessory or detached building.
 14. All concrete, masonry or brick flatwork.
 15. Stamp and signature of a Registered Land Surveyor or Registered Professional Engineer (both Illinois certified), including the following statement: "The final grading of the lot has been completed and substantially complies with the Permit Plat for the lot." In the event that the final grading of the lot differs from the approved Permit Plat, a statement must be made as to the nature of the change. The Village Engineer may approve minor changes discovered during this First Lot Grading Survey preparation, providing that the changes do not adversely affect the drainage on the land in question or other lands.
- 4) Second Lot Grading Survey – After Landscaping: Prior to release of the landscape guarantee deposit for any building, the homeowner shall be required to submit two (2) copies of the Second Lot Grading Survey to the Building Administrator, containing the following information:
1. Legal description of the property. Builder's name, unit number, lot number, street address and building setback line.
 2. Location of existing utility, drainage or other easements.
 3. North arrow and scale.
 4. Benchmark, plainly labeled and within three hundred feet (300') of the proposed developed lot.
 5. Existing elevation of the top of foundation (including any steps) and adjoining finished adjacent grade.
 6. Existing elevation of the garage floor at the front of the garage.
 7. Location and elevation of any special architectural features (i.e., dropped siding, brick ledge, or retaining walls).
 8. Indicate existing driveway slope measured along the center line of the driveway in percentage to house side edge of sidewalk, or to top of curb if there is no sidewalk.
 9. Existing finished elevations for all property corners, side-yard summits, and any additional spot elevations required to indicate overland drainage patterns, as well drainage arrows.
 10. Elevations for the top of existing foundations in the adjacent properties.
 11. Location of water service b-box and location and elevation of any additional utility structures on the lot.

12. Location with measurements of any additional accessory or detached building.
13. All concrete, masonry or brick flatwork.
14. Stamp and signature of a Registered Land Surveyor or Registered Professional Engineer (both Illinois certified), including the following statement: "The final grading of the lot has been completed and substantially complies with the Permit Plat for the lot." In the event that the final grading of the lot differs from the approved Permit Plat, a statement must be made as to the nature of the change. The Village Engineer may approve minor changes discovered during this First Lot Grading Survey preparation, providing that the changes do not adversely affect the drainage on the land in question or other lands.