



CULVERT REPAIR AND DITCH LINE REQUIREMENTS

All contractors and subcontractors doing business in the Village of Hawthorn Woods must be registered with the Village. The term "contractor" and "subcontractor" shall include, but not be limited to: any homeowner or company who undertakes to construct, alter, improve, install, repair, remodel, rehabilitate, renovate or move any land, house, building or other structure (of any kind or nature, whether residential or not) or any fixture or any other item that is located on or in the ground and/or attached to something that is located on or in the ground.

The Village of Hawthorn Woods requires that a permit be obtained prior to any culvert repair or ditch line improvement, which is subject to the following requirements below. Permit submissions will be accepted either electronically or on paper.

REQUIREMENTS

- Compliance with construction standard P-1 and P-2 (attached)
- Call J.U.L.I.E. @ 800-892-0123, 48 hours prior to digging - excluding Saturday, Sunday and holidays

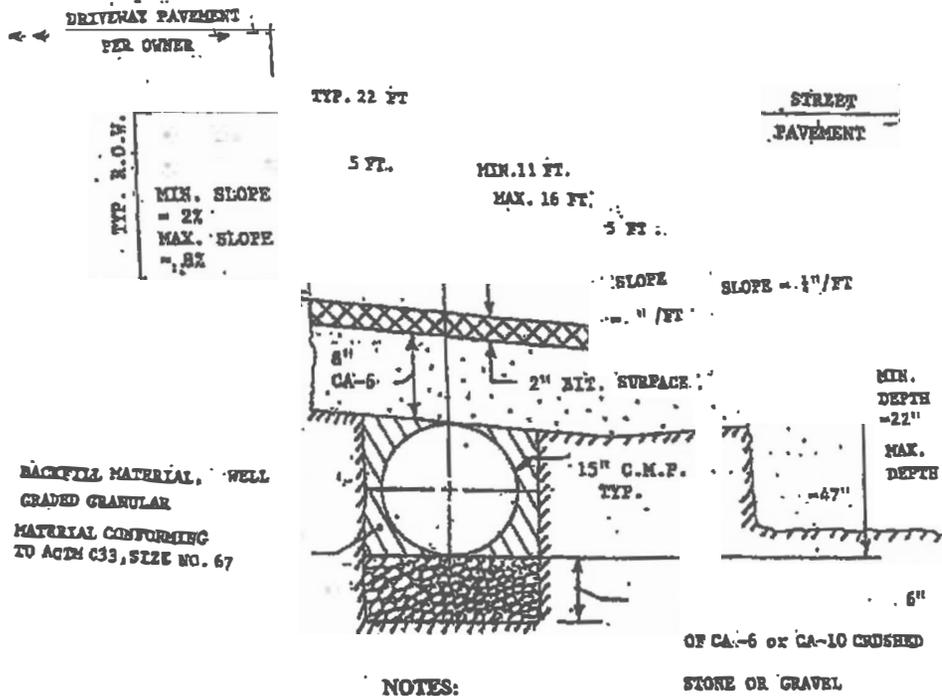
CHECKLIST FOR OBTAINING A BUILDING PERMIT

The following information is required to obtain a building permit. Incomplete or inaccurate information will delay the processing of your permit.

- Obtain contractor/subcontractor registration through the Village
- Execute draw down deposit agreement
- Completed building permit application, and proposal/scope of work

To schedule an inspection 24 hours in advance, please contact the Building Department by 3:30pm Monday - Friday at either: 847.847.3586 or 847.847.3537. Our walk in business hours are Monday- Friday, 8am - 4pm. Note: There will be a re-inspection fee if the inspector is unable to provide approval and must perform another inspection. Re-inspection fees will be deducted from the refundable bond.

The information in this handout is intended to be general in nature and is not a substitute for applicable Village codes or ordinances. Please visit our website at www.vhw.org and review our **current building regulations located in section 8-1-1**, prior to construction.

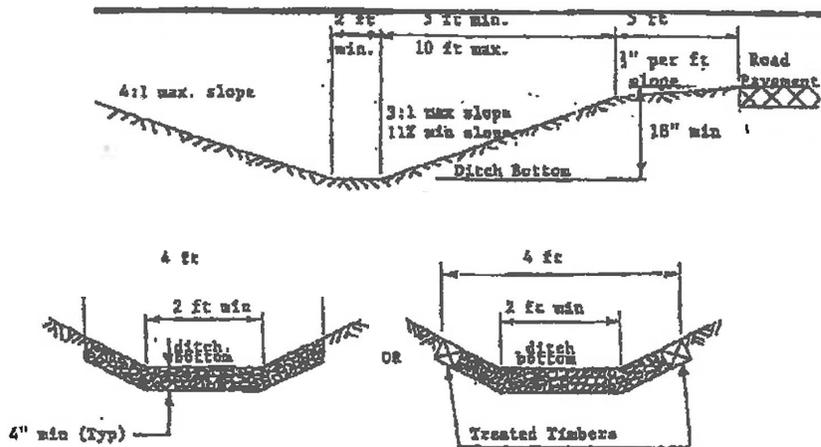


1. All material and workmanship used shall conform to the latest edition of the Standard Specifications for Road and Bridge Construction, IDOT.
2. If driveway is to slope downhill, the minimum slope shall be 2% up to a maximum 8%. The minimum pipe invert depth is then 31 inches.
3. Larger culvert pipes may be required for specific driveways. Check with Building Department for information. For each incremental increase in pipe size, add 3 inches to the minimum depth required.
4. All culvert pipes are required to have flared end sections installed.

RESIDENTIAL DRIVEWAY & CULVERT CONSTRUCTION

Latest Revision Date : 8/27/93

CONSTRUCTION STANDARD P-1



- 1) The ditchline area shall be cleared of trees, stumps, roots, sod, loose rock, or other objectionable material.
- 2) The cross-section shall be excavated to the neat lines and grades as shown on the approved plans. No abrupt deviations from design grade or horizontal alignment shall be permitted.
- 3) The minimum thickness of the stone lining shall be the greater of 4 inches or 1.5 times the maximum stone diameter. Minimum stone diameter shall be 2 inches. No pea gravel shall be allowed.
- 4) A plastic filter cloth shall be placed between the underlying soil surface and the stone lining to prevent soil movement into and through the stone lining. The plastic cloth can be woven or non-woven monofilament yarns and shall meet these base requirements: Thickness of 20-60 mils
grab strength of 90-120 lbs.
Filter cloth shall be protected from punching, cutting or tearing. Any damage other than an occasional small hole shall be repaired by placing another piece of cloth over the damaged part or by completely replacing the cloth. All overlaps whether for repairs or joining of two pieces of cloth shall be a minimum of one foot.
- 5) The stone lining maintenance needs are very low. The homeowner shall make an inspection after high flows to see if stones have been dislodged. Repairs shall be made immediately.

(Ord. 1022-03, 4-21-2003)