



Village of Glen Ellyn
Planning & Development Department
535 Duane Street
Glen Ellyn, IL 60137
Phone: 630-547-5250; Fax: 630-547-5370
www.glenellyn.org

Final Grading (Occupancy) Plan Requirements

TO BE SUBMITTED AT LEAST 5 DAYS PRIOR TO THE FINAL BUILDING INSPECTION

Submit five (5) copies of the Final Grading (Occupancy) Plan with at least one (1) being originally signed and sealed by a professional engineer or registered land surveyor to the Glen Ellyn Building Department. An acceptable Plan shall not be in excess of 24" x 36" and must include the following:

1. Benchmark reference, north arrow, scale, legend, permanent parcel number (P.I.N.) and date of preparation of the survey and any revisions. DuPage Countywide Stormwater Management Certification Number.
2. Show the following "As-Constructed" conditions:
Elevations for proposed corners, the high or low points, or major break points on all lot lines and swales, to include spot elevations at the front and rear lines of the structure extended. Also top of curb elevations on lot lines extended. Show contours at a one-foot contour interval. Minimum allowable slope for all pervious areas is one percent (1.0%). Minimum allowable slope for all impervious areas is one-half percent (0.5%).
3. The existing conditions on the adjacent lots within twenty-five (25) feet of the subject parcel including existing top of foundation elevation where said foundation is or will be within twenty-five (25) feet of the subject parcel.
4. The locations and rim elevations of all utility structures located within twenty-five (25) feet of the subject parcel. All utility structures on the subject parcel must be raised to grade.
5. Locations and orientations of downspouts and sump pump discharges are required, as well as any associated underground piping and outlet points.
6. Location of any drywells, infiltration beds, or other proprietary structures used for VCBMP.
7. The location of the B-box. B-box must be encased in metal or PVC if it is located in a sidewalk or drive.
8. Location of buildings, garages, walks, patios, public sidewalk and/or driveway approach, installed per approved plan.
9. All setback lines including minimum dimensions from building and impervious surfaces to all lot lines.
10. Flood plain limits within fifty (50) feet of the subject parcel. Note that filling within the flood plain does not change the flood plain limits. They should remain where they were shown on the approved grading plan. A statement regarding the presence of flood plain onsite shall be included referencing the current FEMA Firm by number and effective date.
11. For any parcel in, or located within two hundred fifty (250) feet of a flood plain area established by the Federal Emergency Management Agency, an Elevation Certificate form on FEMA Form #81-31, provided by the Federal Emergency Management Agency, National Flood Insurance Program, shall accompany the occupancy survey. This form shall be filled out by the builder's registered professional

engineer, architect or surveyor and shall include certifier's license number and his original seal. This certificate is required in addition to the certification Item 12 below. Copies of these forms are available from the National Flood Insurance Program by calling 1 (800) 638-6620.

12. Any major deviations from the approved Site Development (Grading) Plan must be noted by the developer's professional engineer.
13. Statement thereon by a Professional Engineer or Land Surveyor, who must be registered in the State of Illinois, certifying that the final grading has been completed and complies with the approved plan. The statement must be signed and sealed by the engineer. Suggested form of certificate:

“I DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THE LOT GRADING HAS BEEN COMPLETED SUBSTANTIALLY IN ACCORDANCE WITH THE APPROVED GRADING PLANS, AND THAT ANY DEVIATION FROM THOSE PLANS WILL NOT ADVERSELY AFFECT THE FUNCTIONING OF THE DRAINAGE SYSTEM.

DATED AT _____, ILLINOIS, THIS ____ OF _____, A.D., 201_ ____.”