

**VILLAGE OF GLEN ELLYN  
APPLICATION FOR WORK IN PARKWAY OR RIGHT-OF-WAY**



Date: \_\_\_\_\_

Address of Work: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Daytime Phone No. \_\_\_\_\_

<p><b>OWNER</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City/Zip: _____</p> <p>Daytime Phone No.: _____</p> <p>Fax No.: _____</p>
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<p><b>CONTRACTOR</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City/Zip: _____</p> <p>Phone No.: _____</p> <p>Fax No.: _____</p>
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**Work CANNOT begin without an approved permit.**

**The following work will be done in the parkway (check all that apply):**

- Emergency sewer repair
- Emergency water repair
- Sewer repair
  - Has a sounding locating rod been used to locate the sewer?  Yes  No
- Sewer installation
  - Has a sounding locating rod been used to locate the sewer?  Yes  No
- Water repair
- Water installation
- Driveway approach
  - Is this a new approach?  Yes  No
  - Is this a driveway approach replacement?  Yes  No
  - Will the driveway approach be widened?  Yes  No
  - Will the driveway approach be moved?  Yes  No
  - Will there be curb work or a curb cut?  Yes  No
  - Material Type:  Concrete  Asphalt  Brick
- Sidewalk
- Sprinkler system
- Other \_\_\_\_\_

**Where will the work be done?**

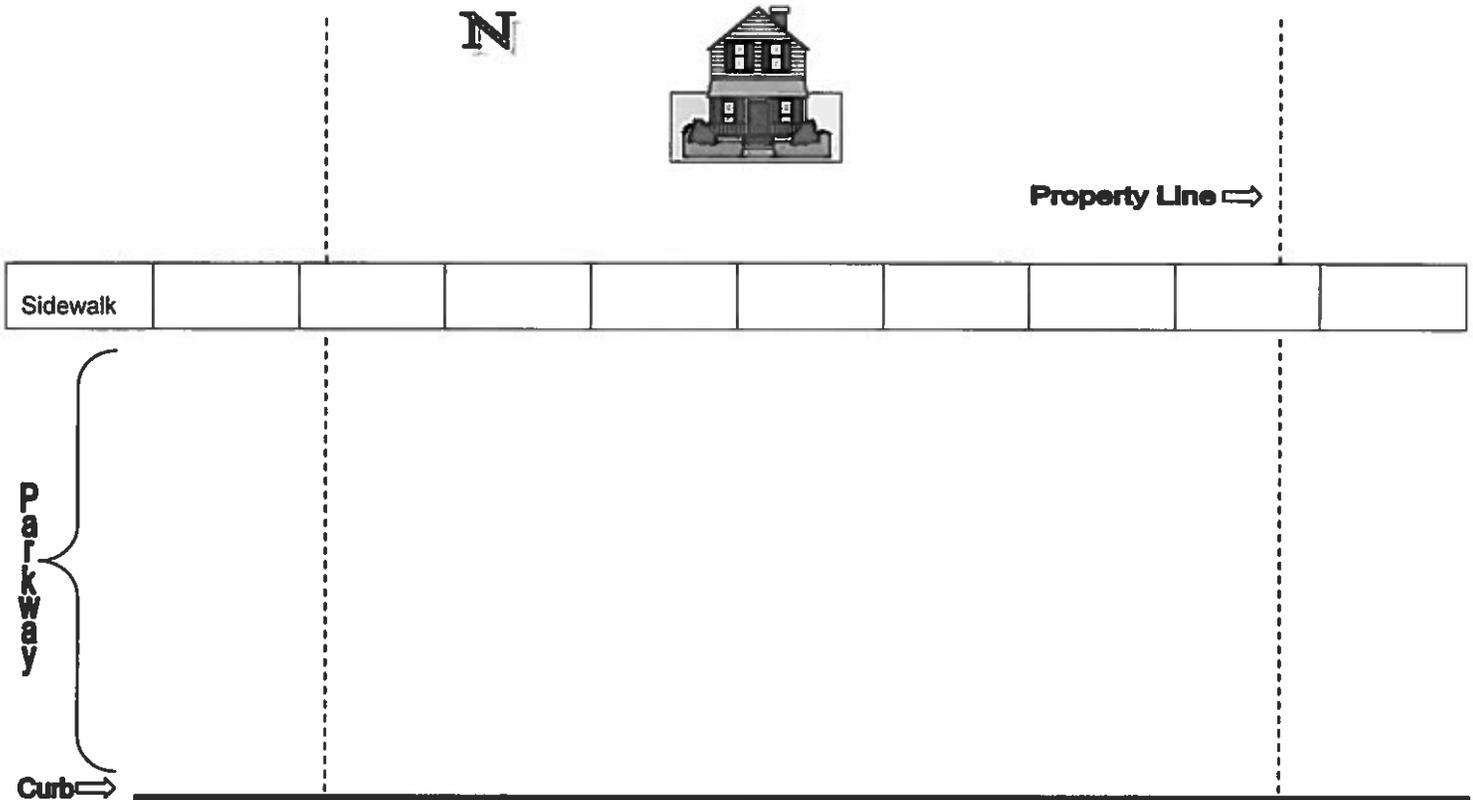
- Village Right-of-Way (usually between curb and sidewalk)
- Village Right-of-Way and Private Property
- Not sure

**Are any parkway trees located within 15' of where the work will be done?**

- Yes (If so, identify these trees on the Plan on page 2 along with the proposed work)
- No

Please identify all of the following that apply to your work on the diagram below and Indicate measurements in relation to parkway trees.

- 1 Parkway trees within 15' of the entire work location
- 2. Driveway approach
- 3. Sewer and water lines, if known
- 4. B-box
- 5. Identify North by arrow



**IF ALL PERTINENT INFORMATION IS NOT IDENTIFIED, APPLICATION CANNOT BE REVIEWED.**

The applicant hereby certifies to the correctness of the above and agrees to complete the work in strict compliance will all provisions of the Tree Preservation Ordinances and the building regulations of the Village Code of Glen Ellyn, and all amendments thereto. In the event of a conflict between this document, any approved plans or inspections with the ordinances the owner or agent of the owner is not relieved of the responsibility to conform to all applicable codes and ordinances. It is the owner's or agent of the owner's responsibility to ensure that the required tree protection is completed or remains in compliance throughout the construction process. Failure to complete or maintain the prescribed protection measures may result in a fine of not less than \$250, but not more than \$750 for each separate offense for each day the violation exists.

\_\_\_\_\_  
(Applicant)

\_\_\_\_\_  
(Date)

**REQUIRED INSPECTIONS OR RESTORATION DEPOSITS  
TO BE MARKED BY THE VILLAGE FORESTER AND UTILITIES INSPECTOR**

- |   |       |    |    |       |                                   |         |    |    |       |
|---|-------|----|----|-------|-----------------------------------|---------|----|----|-------|
| <input type="checkbox"/> Driveway Apron or Sidewalk | \$50  | or | \$ | _____ | <input type="checkbox"/> Parkway  | \$8/FT  | or | \$ | _____ |
| <input type="checkbox"/> Parkway                    | \$50  | or | \$ | _____ | <input type="checkbox"/> Sidewalk | \$20/FT | or | \$ | _____ |
| <input type="checkbox"/> Road Cut                   | \$100 | or | \$ | _____ | <input type="checkbox"/> Street   | \$1,000 | or | \$ | _____ |
| <input type="checkbox"/> Water/Sewer/Storm (ea.)    | \$100 | or | \$ | _____ | <input type="checkbox"/> Tree     | \$2,000 | or | \$ | _____ |
| <input type="checkbox"/> Tree Preservation Review   | \$110 | or | \$ | _____ |                                   |         |    |    |       |

**PARKWAY PERMIT APPLICATION**

Address of Work: \_\_\_\_\_

<input type="checkbox"/> <b>Approved</b>	<input type="checkbox"/> <b>Approved conditionally</b>	<input type="checkbox"/> <b>Rejected</b>
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*Forestry's Comments:* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

_____	_____
<i>Forestry Representative</i>	<i>Date</i>

*Utilities Inspector's Comments:* \_\_\_\_\_

\_\_\_\_\_

_____	_____
<i>William Miller, Utilities Inspector</i>	<i>Date</i>

**SECOND REVIEW**

- |                                   |   |                                   |
|-----------------------------------|---|-----------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Approved conditionally | <input type="checkbox"/> Rejected |
|-----------------------------------|---|-----------------------------------|

*Comments:* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

_____	_____
<i>Forestry Representative</i>	<i>Date</i>

**FINAL INSPECTION**

- |                                   |                                   |
|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Rejected |
|-----------------------------------|-----------------------------------|

*Comments:* \_\_\_\_\_

\_\_\_\_\_

_____	_____
<i>Forestry Representative</i>	<i>Date</i>