



# VILLAGE OF GLENCOE

## FORMS & APPLICATIONS

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Last Updated: July 24, 2017

[www.villageofglencoe.org](http://www.villageofglencoe.org)

## Driveway Construction Checklist

All driveway construction, regardless of materials, requires a permit from the Village; this includes resurfacing, driveway expansions, and new driveway construction.

### Resurfacing (no change in footprint)

#### Submittal Requirements

- Current Plat of Survey depicting existing conditions on site.
- Signed contract between owner and contractor.

#### Inspection Requirements

Driveway Resurfacing requires two inspections, conducted by the Engineering Division of the Public Works Department.

1. *Base Inspection* – to be scheduled when the framing and/or base of proposed layout is complete.
2. *Final Inspection* – to be scheduled when all work on site is complete.

### Driveway Expansions or New Driveway Construction

#### Submittal Requirements

Existing Conditions:

- Current Plat of Survey depicting existing conditions on site
- Signed contract between owner and contractor
- Impervious surface runoff coefficient (c-value) calculations

Proposed Conditions:

- Proposed layout plan, drawn to scale, depicting the proposed conditions on the site
  - Plan must include dimensions of proposed driveway
- Impervious surface runoff coefficient (c-value) calculations

## Hardscape Restrictions

Total hardscape area on a parcel is limited by Village Code of Ordinances, subsection 9-83. If the proposed condition c-value exceeds the limiting c-value, then stormwater detention will need to be provided.

### Limiting C-Values

Parcel Area (sq.ft.)	Limiting C-Value
$\leq 10,000$	0.67
10,000 - 20,000	0.65
$> 20,000$	0.62

## C-Value Calculations Worksheet

<b>Existing Conditions</b>			
Area Type	Area (sq.ft.)	Coefficient	Weighted Area (sq.ft.)
Impervious	<i>Box 1</i> <input style="width: 100%; height: 30px;" type="text"/>	x <input style="width: 50%; height: 30px;" type="text" value="0.95"/>	= <input style="text-align: center;" type="text"/> <i>Box 4</i>
Semi-impervious	<i>Box 2</i> <input style="width: 100%; height: 30px;" type="text"/>	x <input style="width: 50%; height: 30px;" type="text" value="0.70"/>	= <input style="text-align: center;" type="text"/> <i>Box 5</i>
Pervious	<i>Box 3</i> <input style="width: 100%; height: 30px;" type="text"/>	x <input style="width: 50%; height: 30px;" type="text" value="0.50"/>	= <input style="text-align: center;" type="text"/> <i>Box 6</i>
Total Parcel Area (Box 1+2+3) = <input style="text-align: center;" type="text"/> <i>Box 7</i>		Total Weighted	= <input style="text-align: center;" type="text"/> <i>Box 8</i>
		Composite C Value (Box	= <input style="text-align: center;" type="text"/> <i>Box 9</i>

<b>Proposed Conditions</b>			
Area Type	Area (sq.ft.)	Coefficient	Weighted Area (sq.ft.)
Impervious	<i>Box 1</i> <input style="width: 100%; height: 30px;" type="text"/>	x <input style="width: 50%; height: 30px;" type="text" value="0.95"/>	= <input style="text-align: center;" type="text"/> <i>Box 4</i>
Semi-impervious	<i>Box 2</i> <input style="width: 100%; height: 30px;" type="text"/>	x <input style="width: 50%; height: 30px;" type="text" value="0.70"/>	= <input style="text-align: center;" type="text"/> <i>Box 5</i>
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Total Parcel Area (Box 1+2+3) = <input style="text-align: center;" type="text"/> <i>Box 7</i>		Total Weighted	= <input style="text-align: center;" type="text"/> <i>Box 8</i>
		Composite C Value (Box	= <input style="text-align: center;" type="text"/> <i>Box 9</i>

## **Inspection Requirements**

Driveway expansions and new driveway construction requires two inspections, conducted by the Engineering Division of the Public Works Department.

3. *Base Inspection* – to be scheduled when the framing and/or base of proposed layout is complete.
4. *Final Inspection* – to be scheduled when all work on site is complete.

## **Additional Notes**

- Access to the site must be maintained through existing driveways. Any other access route must be reviewed and approved by Village.
- If any public sidewalk is damaged as a result of construction or access to the site, it will need to be replaced at the expense of the contractor.