



Miscellaneous: Retaining Wall:

1. Verify and indicate Historic Preservation Status. Historic Preservation Commission approval is required for any scope of work to a building deemed to be historic. For questions please call the Planning Division at (847) 432-0867
2. Verify whether subject lot is a Floodplain site- see City's website www.cityhpil.com, Interactive Maps. If applicable, then scope of work shall comply with the City's Floodplain Regulation, Article XVIII
3. Verify whether subject lot is a Lake Bluff or Ravine site- see City's website www.cityhpil.com, Interactive Maps. If applicable, then scope of work shall comply with the City's Steep Slope Ordinance, Article XIX
 - a. Retaining wall scope of work in Steep Slope shall comply with City's Ordinance, Section 150.1906
4. Retaining walls that are not over four feet in height (measured from the bottom of footing to the top of wall) do not require a building permit, unless supporting a surcharge.
5. Retaining walls that are supporting more than four feet of unbalanced backfill shall be designed by a licensed Design Professional- see City's Building Code Amendment, Section R404.1.1
6. Permit Submittal Requirements-
 - a. Residential, Multi-family and Commercial-
 - i. Building and Drainage & Grading permit applications.
 1. (3) sets of Drainage & Grading/Civil Engineering drawings (with Design Professional's signature/seal and license expiration date), with sufficient information to convey the site scope of work.
 - ii. (3) copies of current Plat of Survey.
 - iii. Copy of Subdivision Covenants/Copy of Homeowners Association Approval Letter/Copy of Condominium Association Approval Letter (if applicable).
 - iv. Residential- proof of Ownership: copy of Owner's Title Policy, a Warranty Deed or a Trustee's Deed and a copy of the Trust Agreement.
 - v. Tree preservation/removal permit application.
 1. (2) copies of Site Plan with tree survey/inventory (indicating size, location and condition of all trees 6" diam. or greater- measured at breast height, within construction zone), and tree preservation fence plan per the Tree Preservation Ordinance. For questions please call the Forestry Section at (847) 926-1179
 - b. Multi-family and Commercial-
 - i. Any exterior changes to all buildings and grounds, must be reviewed for approval by the Plan and Design Commission. For questions please call the Planning Division at (847) 432-0867