

Instructions for Excavation, Utility, & Curb Cut Permit Application

Village of Heyworth

108 S. Buchanan Street
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1. An Excavation, Utility, & Curb Cut Permit Application shall be required prior to all construction, demolition and renovation activities except for the following:
 - A. Excavation or fill less than 50 cubic yards, with less than a four foot cut, disturbing less than 5000 square feet on the site,
 - B. Any interior remodeling,
 - C. Any exterior repairs, remodeling, or reconstruction that does not involve an increase in size of the foundation and/or other features such as driveways, patios and walks.
 - D. Additions, remodeling, or accessory structures smaller than 500 square feet which disturb less than 2,000 square feet on the site.

2. An Excavation, Utility & Curb Cut Permit Application shall be required prior to any connection of a private water or sanitary sewer service to a public water or sewer main.
 - A. Unless otherwise specified by the Village Superintendent, all new water service connections shall be made by the Owner/Applicant but shall be subject to Village inspection. All materials with the exception of the water meter, shall be furnished by the Owner/Applicant. A water service connection inspection fee in the amount of \$50 shall be assessed and due when application is submitted.
 - B. That portion of the water service that is deemed to be publicly owned (that is from the corporation stop to the curb stop) must be a minimum of 1 1/2". That portion of the water service that is deemed to be privately owned (that is, from the curb stop to the water meter and through the building) may be of any size permitted by the Illinois State Plumbing Code, latest edition. The standard size of meter issued by the Village is a 5/8" meter (3/4" bore) for a 3/4" line; however, larger meters may be provided by the Village as required.
 - C. The required water meter shall be sized by a licensed plumber, a mechanical engineer or an architect. The water meter fee shall be due upon application submittal. The water meter fee is based upon the size of the water service and the market cost of the meters and is subject to change. Please contact the Zoning & Building Code Officer or the Village Superintendent for current market prices.
 - D. Unless otherwise specified by the Village Superintendent, all new sanitary sewer service connections shall be made by the Owner/Applicant but shall be subject to Village inspection. All materials shall be furnished by the Owner/Applicant. A sewer service connection inspection fee in the amount of \$50 shall be assessed and due when application is submitted.

3. An Excavation, Utility & Curb Cut Permit Application shall be required prior to any cut or removal of a public curb and gutter, public sidewalk, or public street.
 - A. Inspections fees of \$50.00 each shall be individually assessed for each curb cut, sidewalk replacement and street cut replacement.
 - B. Replacement of sidewalk and/or street pavement by the Village staff or contractors shall be at the Owner/Applicant's expense at a rate of \$15 per square yard of street or sidewalk replaced.
 - C. Replacement of sidewalk and street pavement may be performed by the Owner/Applicant. However, any such work performed by other than the Village staff or contractors shall be completed to Village guidelines and with Village supervision/inspection and approval.
4. The Zoning and Code Compliance Officer and/or the Superintendent of Public Works shall administer the review of the Excavation, Utility & Curb Cut Permit Application and any accompanying plans and specifications. Review of the application and plans, specifications and submittals shall be completed within 14 calendar days of their receipt.
5. Checks for payment of Village fees should be made payable to "Village of Heyworth".
6. Excavation, Utility & Curb Cut Permits shall expire at the end of six months if work has not yet begun or six months from the time that work is suspended or abandoned. Otherwise, permits shall expire at the end of one year or as noted on the permit. A six month extension of a permit may be granted for an additional fee of \$50.
7. It is the responsibility of the Owner/Applicant to schedule all sewer and water connection inspections with the Village Superintendent of Public Works at least 48 hours prior to commencing the permitted work.
8. It is the responsibility of the Owner/Applicant to satisfy any additional permitting requirements of the Village, the Fire District and of any other relevant permitting authorities and to pay all costs associated with obtaining the necessary approvals to construct the proposed improvements.
9. It is the responsibility of the Owner/Applicant to ensure individual, employee and public safety in and around any excavation and/or open hole. All precautions necessary, including fencing, barricades, and protective structures should be utilized.
10. Occupancy or use of any structure (including additions, porches and accessory structures) within the Village limits shall be prohibited unless a permit for occupancy has been issued by the Village of Heyworth.
11. By law, every person who engages in excavation shall provide notice not less than 48 hour but no more than 14 calendar days in advance to JULIE (1-800-892-0123)