

Village of South Elgin
Community Development Department

10 N. Water Street
847-741-3894
847-741-3959 FAX

Monday – Friday
8:30 a.m. – 5:00 p.m.
www.southelgin.com

WATER/SEWER SERVICE PERMIT APPLICATION

PROPERTY INFORMATION

Address: _____ **South Elgin, IL 60177**

PROPERTY OWNER INFORMATION

Name: _____

Address: _____

Email: _____

Phone: (____) _____ - _____ Fax: (____) _____ - _____ Cell: (____) _____ - _____

CONTRACTOR INFORMATION (If applicable)

Contractor Type: _____

Business Name: _____ Contact Person: _____

Address: _____

Email: _____

Phone: (____) _____ - _____ Fax: (____) _____ - _____ Cell: (____) _____ - _____

OTHER CONTACT INFORMATION (If applicable)

Contact Type: _____

Business Name: _____ Contact Person: _____

Email: _____

Phone: (____) _____ - _____ Fax: (____) _____ - _____ Cell: (____) _____ - _____

ADDITIONAL INFORMATION

Estimated Value of Work: _____ Applicant (check): Property Owner Contractor Tenant
 Other: _____

I have read & understand the attached fact sheet. Initial: _____ Date: _____

In consideration of this application and attached forms being made a part thereof and the issuance of permit, I will conform to the regulations set forth in the Village of South Elgin Codes and Ordinances. I also agree that all work performed under said permit will be in accordance with the approved plans, specifications and plat diagram which may accompany this application, except for such changes as may be necessary and authorized or required by the Village of South Elgin. No work shall be conducted until a permit is issued and obtained. I will submit this work to the required inspections, before work is covered up, and prohibit the occupancy of any space until a Certificate of Occupancy or Letter of Completion has been obtained from the Community Development Department. The applicant has furnished the information contained herein.

Applicant Signature: _____ Date: _____

Applicant Name & Title (please print): _____

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For Office Use Only

Submittal Checklist: Application Complete Submittal Worksheet License Registration LOI

Permit #: _____ Date Received: _____ Received By: _____ PIN: _____

WATER/SEWER SERVICE PERMIT WORKSHEET

DESCRIPTION

Type: Water Sanitary Storm Other: _____

Location: Outside Right of Way Within Right of Way Both Within and Outside of Right of Way

Description of Work: _____

BOND CALCULATION (if working within the Right of Way)

Bond Requirements Calculation based on the following unit prices:

Culvert:	\$ _____
Street Patch:	\$ _____
Excavation / Fill:	\$ _____
Parkway Tree:	\$ _____
Sidewalk:	\$ _____
Landscaping:	\$ _____
Driveway Approach:	\$ _____
Curb & Gutter:	\$ _____
Subtotal:	\$ _____
120% multiplier	\$ _____
Bond Amount (minimum \$10,000*)	\$ _____

* Bond amount must be at least \$10,000, increasing depending on the costs associated with the work.

SUBMITTAL CHECKLIST

- If someone other than the owner/occupant is installing the water/sewer service, the installer must submit a copy of their Illinois State Plumbing License.
 - If someone other than the owner/occupant is installing the water/sewer service, the installer must submit a copy of their Plumbing Contractor Registration.
 - If someone other than the owner/occupant is installing the water/sewer service, the installer must submit a letter of intent.
 - If working within the Village Right of Way provide a bond and certificate of insurance.
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Village of South Elgin
Water / Sewer Service Permit Fact Sheet



MINIMUM REQUIREMENTS:

1. Installation of water or sewer services must follow the current IL State Plumbing codes for plumbing and the 2018 International Residential Code Group for all other codes. *R105*
2. New water pipe must be Type K Copper. *51.19*
3. Domestic sanitary services shall be constructed of PVC SDR 26 or C900 with a tracer wire with a minimum diameter of 6". Consult the South Elgin Engineering Design and Inspection Policy Manual for more information.
4. Use a minimum of 4 inches of number 6 washed stone for bedding and covering around all pipes and cover with 6 inches of stone above the top of the pipe. *890.180*
5. If working within the Village's Right of Way: The subdivider, contractor, builder or resident shall indemnify the village and its consulting engineers against any personal injury claims or other claims resulting from the performance of any work in connection with the installation of public improvements. All contractors working on public improvements shall be required to obtain and maintain comprehensive general liability and other insurance as prescribed below (and as approved by the village) which will provide protection from any of the aforesaid claims which may arise out of or result from the performance of work by anyone directly or indirectly employed by the contractor, or by anyone for whose acts the contractor may be liable:
 - a. Workers compensation and employer's liability insurance in an amount not less than limits required by statute.
 - b. Comprehensive general liability insurance including coverage in the amount of \$500,000 per accident for property damage and \$1,000,000 per person and \$3,000,000 aggregate per accident for bodily injury, sickness or disease, or death of any person.
 - c. Comprehensive automobile liability insurance covering all automobiles, trucks, trailers and any other motorized equipment owned or leased by the contractor.
6. Dumping any material in the street is illegal. *136.02*
7. J.U.L.I.E. (811) must be notified two (2) working days prior to digging.
8. The installer is responsible for following manufacturer's specifications.

Requirements listed are general requirements only; additional code requirements may apply to your project. Covenants are regulated by your Homeowners Association; covenants are not enforced by the Village.

PERMIT FEE:

1. \$55 which includes the required plumbing inspection. Payable when permit is issued.
2. \$100 for Right of Way Permit, if work extends into the Right of Way.
3. \$75 fee, if a reinspection becomes necessary.

INSPECTION REQUIREMENTS:

1. A rough plumbing inspection is required prior to backfill.
2. If working within the Village Right of Way, a pre-construction meeting with Public Works is required prior to commencing work. All required inspections will be defined at this meeting.

SUBMITTAL REQUIREMENTS:

1. Complete, sign and date the permit application.
2. If someone other than the owner/occupant is the installer, the installer must submit a copy of their Illinois State Plumbing License, Plumbing Contractor Registration and letter of intent.
3. If working within the Village Right of Way provide a bond and certificate of insurance.

Permit applications **will not** be processed without complete information. The Community Development Department does not require submittal of social security numbers. Black out social security numbers on any documents prior to submittal.