



## Village of Itasca

Community Development Department

550 W. Irving Park Rd. Itasca, IL 60143

Phone: 630-773-5568 Fax: 630-773-0852

[www.itasca.com](http://www.itasca.com)

### Utility Permit Project Requirement

The following is only applicable depending on the scope of the project. Please refer to the Village Code to find the current standards and amendments. [Village of Itasca: Code](#)

- Present the Village of Itasca with utilities that cross the proposed utility route that are parallel or close to the proposed utility route
- Identify lengths and types of construction for each segment of the proposed improvements
  - Such as open cut, directional boring, overhead
- Provide location information:
  - Indicate if utilities: offset from back of curb, sidewalk, building, or another physical feature
  - Show any floodplain or wetlands in the vicinity of the proposed work
- Include notes and appropriate details for the protection of existing trees and fire hydrants during construction
- Show the right-of-way and any utility easements for the proposed utility route
- Include appropriate notes and/or details about traffic control measures to be implemented during construction
- With submittals include a new Village permit application with the previously assigned permit number filled in and add a “resubmittal” note above the permit number

#### **The following notes shall be added to all Utility Permit Plans**

1. A minimum of 5 feet of horizontal separation is required from all Village Utilities.
2. All pavement restorations (full depth with backfill) and landscape restoration shall be completed within 14 days of any disturbance.

3. The contractor is to call the Village 24 hours before patching for inspection. Existing utilities in pavement areas are to be restored as follows:

- a. HMA Pavement: The excavation to be filled with flowable fill to the bottom of the existing pavement. The base course shall be the same depth and material as existing. The surface course shall be the same depth and material as existing. The surface material shall be the width of the lane (surface grinding may be required). The width of the trench shall be sufficient to allow proper compaction of HMA pavement.
- b. PCC Pavement: The excavation to be filled with flowable fill to the bottom of the existing pavement. Tie bars (No.6) drilled into the existing pavement at 24-inch spacing. The depth of the patch should match the existing pavement.

4. Contractor shall not leave the site unattended for more than 14 days. Should this occur, the Village will issue a citation, fine, and invoice the contractor the cost of any repairs and/or restoration that is performed by the Village or its designer.

5. The Contractor shall continuously monitor and maintain the project area for safety, clean site conditions, and proper construction fencing installation. Should the Village find that the site is not properly maintained, the Village will notify the Contractor, who will have 24 hours to correct the condition of the site. If not properly addressed, the Village will issue a citation, fine, and invoice the contractor the cost of any repairs and/or restoration that is performed by the Village or its designer.

6. The 24-hour emergency contact for this project is (add contact name) and can be reached at (add a cell phone number).

7. The contractor shall call the Village (630-773-5568) for a final inspection after work is complete.

8. The contractor shall provide the Village with a construction schedule for work.

9. The applicant/contractor shall provide 2 weeks' notice to residents in the affected area prior to construction

- The contractor shall notify, by knocking on doors to give notification that they are working around their property.

10. The contractor is responsible for the repair and cost of damage to private property.

11. Contractor shall provide necessary traffic control per IDOT standards.

12. Landscape restoration shall be completed within 14 days of completion of any underground work creating disturbance to the existing ground.
13. A preconstruction meeting with the Village and Village Engineer is required. The contractor will contact the Village to schedule a time to meet.
14. No above-grade utility makers are allowed. At grade utility markers are allowed in commercial and industrial areas. In residential areas, no makers are allowed. Tracing wires shall be in a grade handhole.
  - ❖ If the proposed utility work appears to be near or within special management areas (floodplain and/or wetlands), the engineer must submit a plan that shows the floodplain boundary (and wetland boundary, if applicable). If the work is occurring within the special management area, there is an expedited DuPage County General Certification (see attached) for work with temporary minimal impact on these special management areas. The engineer must review the certification paperwork and submit the items listed in the Submittal Requirements to the Village. The Village processes the General Certification and seeks concurrence (via email) from DuPage County. Open cut and directional boring have different erosion control measures as listed in the General Certification. Show the right-of-way and any utility easements for the proposed cable route