



SITE PLAN REQUIREMENTS

VILLAGE OF LAKE BLUFF

Demolition Site Management Plan Requirements, Section 9-1-18

D. Demolition Site Management Plan; Approval; Content: The required demolition site management plan shall be reviewed and approved by the Building Commissioner prior to the issuance of any demolition permit. In addition to the requirements set forth in subsection 9-1-5H of this chapter, every demolition site management plan shall, at a minimum, include the following unless, determined in writing by the Building Commissioner, that such requirement is unnecessary:

1. A scaled sketch plan map of the site depicting the structure, or portion thereof, to be demolished;
2. A depiction of the on site access routes for vehicles, equipment, and personnel;
3. A depiction of the on site location of dumpsters or other waste containers, construction fencing, public and private utilities, and stormwater management fencing or other stormwater management devices;
4. A description of dust control measures to take place during structure removal, other demolition activities, and any other significant dust generating activities;
5. A tree survey showing the location and size of trees, as described in section 10-11-3 of this Code, on the site and the proposed location for tree protection fencing;
6. A description of off site access routes and the location of parking for demolition equipment, hauling trucks, crew member vehicles, and additional equipment;
7. A description of any other measures specifically required by the building official to reasonably minimize adverse impacts of the demolition activities on neighboring properties, public facilities, and public and private utilities and property;
8. A restoration plan and schedule for repairing and restoring, to Village standards, any public property, streets, sidewalks, rights-of-way, parkways, utilities, and any private property, utilities, and structures impacted or damaged by, or as a result of, the proposed demolition activities.

Additional Site Plan Requirements, Section 9-1-26

A. Additional Site Plan Requirements: Additional site plan requirements are to be determined by the building official for each permit, and may include one or more of the following:

1. Fencing: Fencing is to be installed as listed on the approved site plan and shall include a gate for access and ability to enclose the site at the end of each working day. Commercial fencing is to be a minimum of six foot (6') high chainlink fence properly supported. Residential fence is to be a minimum of a four foot (4') high green construction fence type fence properly supported;
2. Open Excavated Holes: All open excavated holes and drops are to be completely encircled as a minimum with a four foot (4') high safety fencing;
3. Silt Fencing: Silt fencing is required to prevent silt from causing a nuisance to neighboring properties, discharge into the storm sewer system or creating a hazard;
4. Construction Drive: A construction drive shall be installed at the start of the job with a gravel base to provide contractor parking to the extent possible to prevent mud and debris from being tracked onto streets;
5. Dirt And Debris: Dirt and debris are to be kept off of street at all times a dumpster or trash container shall be provided throughout construction;
6. Portable Toilet: A portable toilet shall be maintained at all times, except where the building owner allows use of the existing facility. The portable toilet is to be placed to least impact the neighbors and a minimum of ten feet (10') off the lot line;
7. Sidewalks: All sidewalks damaged during construction are to be replaced. In areas where a new home is constructed all the sidewalks along the property are to be replaced unless determined otherwise by the building official. Damaged sidewalks are to be replaced with a minimum of a four inch (4") bed of compacted gravel and a minimum of five inch (5") thick concrete panel. Sidewalk panels in drive areas are to be replaced with a minimum of seven inch (7") thick concrete;
8. Temporary Bituminous Pavement: Sidewalks damaged during construction shall be topped with temporary bituminous pavement until final concrete can be placed;
9. Granular Backfill: Granular backfill shall be required for all street, road edge, sidewalk, driveway, slab, or patio areas as determined by the building official;
10. Street Excavation: Any street excavation shall be topped with a temporary bituminous pavement within forty eight (48) hours of excavation. A permanent minimum of three inch (3") bituminous layer, compacted in two (2) lifts, with saw cut edges, is required as part of the final approval (a road opening fee per the current fee schedule will be accessed if road opening is performed);
11. Damage Due To Construction: Damage to parkway or neighbors' property due to construction shall be repaired as soon as weather permits;
12. Traffic And Parking Requirements: Traffic and parking requirements as noted on plan are to be followed throughout the construction process;
13. Temporary Electric Services: Temporary electric services are to be installed to prevent the use of generators;
14. Tree Protection: Tree protection is to be installed per the site plan and may include fencing, wrapping of trunk, root cutting before excavation, trimming limbs for access, feeding, aerating, and directional boring under trees with services as well as requirements of the tree preservation ordinance, set forth in [title 10, chapter 11](#) of this code;
15. Storage Of Materials: Materials are to be stored on private property, storage of materials in the public right of way is not permitted unless prior approval is granted by the village;
16. Dust: Dust of any type is to be controlled by use of water or other forms of containment so not to cause a nuisance;
17. Sump Discharge: Sump discharge is to have one or more of the following: open site connection, storm sewer connection, drywell or discharge to approved area on the property (sump water will not be allowed to discharge to a location that will cause a hazard in freezing conditions such as drives, sidewalks, or streets);

As-Built Drawing Requirements (to be submitted by date of final inspection)

18. As Built Drawings: As built drawings are required for all exterior water, sanitary, and storm service lines from the foundation wall of the structure being serviced to the point of connection with the existing service stub or existing main. The as built drawing is required regardless of the length of the installation of the new portion of the utility service;
- a. The drawing must be to scale and be no smaller than one inch equals twenty feet (1" = 20'). The scale must be indicated on the submitted drawings.
 - b. The drawing must be neat, clean and legible. Multiple service lines can be shown on the same drawing.
 - c. The minimum acceptable drawing size is eight and one-half inches by eleven inches (8¹/₂" x 11").
 - d. The pipe size and type must be indicated for each service line.
 - e. The location of the installed service line(s) must be tied to a minimum of two (2) exterior property corners and two (2) exterior foundation corners within an accuracy of one foot (1').
 - f. The locations of all fittings, cleanouts, and B-boxes must be identified within an accuracy of one foot (1').
 - g. The depth of the utility service below final grade must be indicated at all grade and at a minimum of every fifty feet (50') along the length of each installed service.
 - h. All prominent topographical features such as exterior build foundations lines, sidewalks, back of curb, edge of pavement and existing manholes must be indicated if these features are within twenty feet (20') of any portion of the utility service line work covered by the building permit.
 - i. The means of connecting the new portion of the utility line to the existing main or stub must be identified (coupling types, tees, wyes, etc.).
 - j. The lower right hand corner of the submitted drawing must contain the following information: street address where the work is being performed; the building permit number; the date of the sketch preparation; the name and address and telephone number of the general contractor and subcontractor.

Tree Protection Plan Requirements, Section 10-11-6C

Contents Of Plan: A tree protection plan must consist of a site plan of the subject property upon which the information described in this subsection must be graphically and accurately marked.

1. Location of the subject property, including street address and legal description.
2. Existing and proposed contours of the lot on which the construction activity is to take place.
3. Existing and proposed buildings or structures on the lot.
4. Proposed building elevations, if applicable.
5. Proposed work access areas and routes.
6. The name of the general contractor or project representative, if any, responsible for the proposed construction activity.
7. A demonstration of the ways in which the applicant will ensure that the tree protection required by this section will be achieved.
8. A tree inventory for the subject property, consisting of a list of the following trees, identified by tag number: a) all the existing protected trees on the subject property; b) all trees on adjacent properties that are within ten feet (10') of the property line or that have a critical root zone extending into the subject property; and c) all public trees adjacent to the subject property or that may be impacted by any regulated activity. The tree inventory must list, without limitation, the following data for each tree: tag number, species, size in dbh, condition rating, form rating, and any observed problems.
9. A tree survey for the subject property, which depicts the location and tag number of each tree described in the tree inventory. The tree survey must include, without limitation, a legend referencing the tag number, dbh, species, general condition, and proposed disposition of existing protected trees located on or near the subject property and trees other than protected trees that are reasonably likely to be damaged or removed during the construction activity. The tree survey must also depict the planned location of all proposed trees to be planted or replanted on or near the subject property pursuant to the tree replacement plan.
10. An action plan for the subject property, consisting of a listing of the trees on the subject property, in chart form, that identifies each tree by tag number and shows, for each tree, the following information: species, size in dbh, condition, form, percent of critical root zone saved, and the anticipated damage, removal, tree protection measures, or other action to be taken regarding each tree.
11. Detailed specifications for maintenance and protection of protected trees and for the maintenance and protection of trees other than protected trees that are reasonably likely to be damaged or removed during implementation of the proposed construction activity, including, without limitation, proposed measures such as construction pruning, root pruning, critical root zone protection, installation of a retaining wall or high visibility fencing, and auguring of utility lines when auguring is determined by the village forester to be necessary to improve the chances of tree survival.
12. Detailed specifications for tree protection fencing on the subject property, to be placed at a minimum: a) along the property frontage from property line to property line to completely separate the construction activity area; and b) around the critical root zone of each protected tree. These specifications must also include the identification and clear delineation on the site plan of the construction activity area and the tree protection area and their respective perimeters.