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FLATWORK CHECKLIST

*Includes: patios, firepits, steps, stoops,
sport courts, & private sidewalks*

Village of Downers Grove
Community Development
801 Burlington Avenue
Downers Grove, IL 60515
630-434-5515

FLATWORK SUBMITTAL REQUIREMENTS:

1. Completed Permit Application
2. Two (2) Copies of Plat of Survey Showing the Following:
 - Existing Conditions - Show current conditions of site, including dimensions of relevant items to be modified as part of permit application.
 - Proposed conditions – Show proposed improvements on site including:
 - Location of proposed improvements
 - Dimensions of proposed improvements (length, width)
 - Material of proposed improvements (brick pavers, concrete, stamped concrete, etc.)
 - Setbacks - distance from property line(s) (*See Zoning Code Chapter 28 for requirements.*)
 - Change in impervious
 - Estimate the increase or decrease in impervious (paved surface). If the increase in impervious is over 700 square feet, refer to POST CONSTRUCTION BEST MANAGEMENT PRACTICES GUIDELINES handout. Change in impervious can done in one of two ways:
 1. Compare the overall site impervious before and after the project.
 - o Existing site impervious entire site = 1,500 square feet
 - o Proposed site impervious entire site = 1,650 square feet

Or

 2. Compare the project limits only. For example, a small patio exists, a larger patio is proposed.
 - o Existing patio = 110 square feet
 - o Proposed patio = 950 square feet

 - Note both existing and proposed impervious areas on your plat.

Additional Information, if Applicable, for Firepits, Steps & Stoops Below:

- Firepit
 - Fire pits must be at grade or above, no permanent recessed fire pits are permitted
 - Indicate setbacks from all structures including fences, buildings, or dense brush
- Steps/Stoops
 - Note number of risers, riser height, tread depth, width of steps
 - Note size of landing
 - Indicate which direction door swings, if applicable
 - Indicate handrail, if applicable
- Electrical work
 - Refer to ELECTRIC handout

INSPECTIONS REQUIRED:

1. Pre-pour inspection: If a new stoop or steps are being constructed, a pre-pour inspection is required. Call 630-434-5529 at least 24 hours in advance to schedule.
2. Final Inspection: Upon completion of work and restoration, including grass growing to 70% coverage and sod placement for all areas in the right of way, schedule on-line at <http://www.downers.us/forms/schedule-inspection>.