



FORM 1.1

VILLAGE OF NORTHBROOK
Development & Planning Services

1225 Cedar Lane
Northbrook, Illinois 60062
847 664-4050 FAX: 847 272-5068
www.northbrook.il.us

Permit Application

Permit Address _____ Application Date: _____

Property Type (check one):
 Commercial/Retail Single Family Residential Multi-Family
 Other: _____ Office Industrial

Description of Work _____

Estimated Construction Value \$ _____ (required)

Primary Contact Information *(note: all review correspondence will be emailed to the primary contact)*

Name _____

Email _____ **please print clearly**

Phone _____ Fax _____

Check with Permit Coordinators for any submittal questions 847-664-4050.

Property Owner's Information

Name _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Fax _____ Email _____

Architect's Information **Not Applicable**

Name _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Fax _____ Email _____

Contractor's Information **Type of Contractor** _____

Name _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Fax _____ Email _____

Signature of Applicant: _____

Please Print: _____ Date: _____



FORM 4.1

VILLAGE OF NORTHBROOK
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Tree Protection Agreement

Property Address _____ Suite # _____ Date _____

Owner's Name _____

Owner's Telephone Number _____ e-mail _____

Scope of Work:

- Driveway (remove and replace in kind or under 400 sq ft new)
- Emergency Sewer Repair
- Interior Alterations
- Patio (remove and replace in kind or under 400 sq ft new)
- Walkway
- Water Service
- Other _____

Is there work to be performed within the public right-of-way? No Yes

If Yes, Please contact Public Works at 847-272-4711 for further information regarding parkway trees.

I understand that I am not required to provide a tree protection plan for this emergency or improvement work.

I understand I am required to take all necessary measures to preserve and protect any trees within the designated work area including but not limited to tree fencing and root pruning.

I guarantee there will be no excavating through critical root zones, no materials, equipment or dumpsters stored, or vehicles parked on any unpaved or soft surface within the drip line of any tree on the subject or neighboring property.

I understand that in the event I do not root prune prior to excavation, I will have to root prune any roots within the excavation prior to backfilling.

I understand that I may be required to auger and/or bore the new utility rather than open trench within the critical root zone of any tree.

I recognize that the Village of Northbrook has a Tree Preservation Ordinance (Nos. 99-36, 01-21, 01-22 and 01-23). In the event I violate the Tree Preservation Ordinance, I will be subject to all applicable fines and tree replacements. I may be subject to a stop work order and be required to provide a full tree protection plan.

I agree to contact the Tree Preservation Officer, Mark Cacioppo prior to excavating within 6 feet of any tree.

Signature of Property Owner or Agent

Signer's Printed Name

Date

To Contact Tree Preservation Please Call 847-664-4123.

For Office Use Only

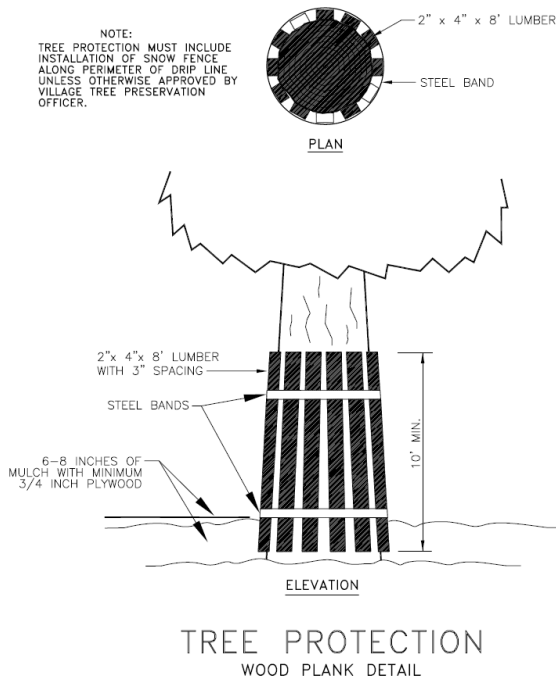
Permit # _____ Date _____

Excavation Trenches:

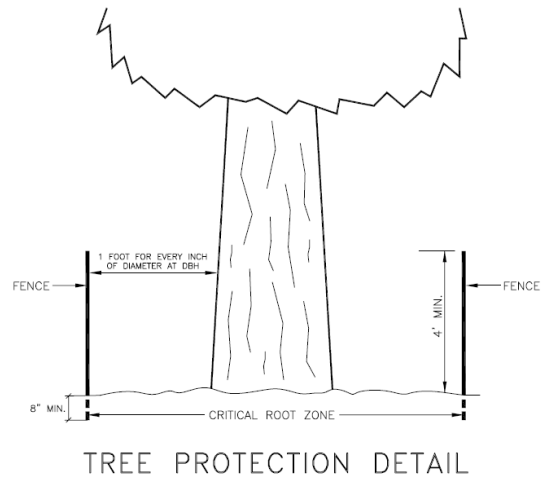
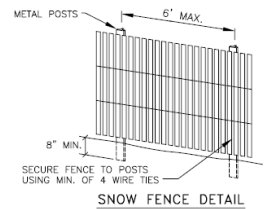
1. When any roots are cut or torn during construction, it is **critical** that you **sharply cut all the ends of any exposed roots immediately**. Failure to do so will leave crushed and torn roots. This leads to decay and inhibits growth of new roots.
2. Pile soil on the side of the trench opposite the tree. If this is not possible, place the soil on a plastic tarp, plywood or a thick bed of mulch.
3. Do not compact the backfill on the trench more than its original firmness.
4. Water the backfill to allow the roots to begin healing.

Trenching near a tree can kill as much as 40%-50% of the tree's roots.

If the tree you are working around is in a confined space and your equipment will be coming close, it is important for you to protect the trunk. Wrap the tree trunk in old tires or place 2" x 4" studs around the tree and rope or band them together.



INSTALL & MAINTAIN 4' TALL WOODEN SLAT SNOW OR CHAIN LINK FENCE SECURED TO METAL POSTS SPACED A MAXIMUM OF 6' APART. FENCE TO BE LOCATED AT A DISTANCE FROM TRUNK EQUAL TO 1 FOOT FOR EVERY INCH OF DIAMETER MEASURED AT BREST HEIGHT (DBH = 4.5' FROM GROUND LEVEL). SNOW FENCE MUST BE SECURED TO METAL STAKES WITH A MINIMUM OF 4 WIRE TIES. CHAIN LINK FENCE TO HAVE POSTS SECURED AT EACH SECTION TO MAINTAIN UPRIGHT AND STATIONARY THROUGHOUT CONSTRUCTION. FAILURE TO INSTALL AND MAINTAIN PROTECTIVE TREE FENCING IN ACCORDANCE WITH VILLAGE STANDARDS WILL RESULT IN ISSUANCE OF A STOP WORK ORDER ON THE PROJECT.





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Swimming Pool Demolition Information

Demolition/Inspection Requirements:

The following are required for the demolition of a swimming pool **(a 2 part process)**.

Part 1:

- ◆ Remove the pool deck and the top 36" of the sides of the pool
- ◆ Break up pool floor for adequate drainage (cracking the floor only, is **not** acceptable)
- ◆ Disconnect and terminate all electrical and plumbing at points of origin

Schedule an inspection with the Development Department @ 847 664-4050.

Part 2:

- ◆ Fill the swimming pool excavation area with select earth backfill *
- ◆ Water jet backfill to ensure proper compaction. Restore with sod or seed.

Schedule an inspection @ 847 664-4050 to confirm that the established grades provide for proper drainage.

****If the filled area is to be paved, submit a **Driveway / Patio / Sidewalk Permit Application.*****

Information contained herein is for general purposes only. Additional code requirements may be necessary based on project circumstances.