



VILLAGE OF NORTHBROOK
Development & Planning Services
1225 Cedar Lane
Northbrook, Illinois 60062
847 664-4050 FAX: 847 272-5068
www.northbrook.il.us

“AS-BUILT” DRAWING APPROVAL APPLICATION

Submit TWO (2) Copies of the Civil engineering “As-Built” drawings sealed by P.E.

Date: _____

Permit Number: _____

Property Address: _____

Applicant's Name: _____

Applicant's Phone Number: _____

Applicant's E-mail Address: _____

Applicant's Fax Number: _____

!!! BEFORE SCHEDULING INSPECTION !!!

Be advised that the final site engineering inspection is not to be scheduled until the As-Built drawings have been approved by the Village. Inspections scheduled prior to said approval will result in its cancellation. Inspection can be scheduled at 847/664-4050.

For Internal Use Only:

To: _____ Date: _____

Review Date	Review Sent	Revisions In	Approved Date (initials)

ADDITIONAL IMPERVIOUS SURFACE FEE (If Applicable):

The approved as-built drawing confirms that an additional _____ sq. ft. has been added to the property resulting in an additional impervious surface fee of \$_____ (Acct #: 13-0000-455-00)

Comments: _____

PAID Stamp

NORTHBROOK DEVELOPMENT & PLANNING SERVICES
ENGINEERING SUBMITTAL GUIDELINES FOR:
“AS-BUILT” CONSTRUCTION DRAWINGS
(RESIDENTIAL DEVELOPMENT)

Winter 2025



northbrook

This handout has been prepared by Development & Planning Services to assist with providing applicable requirements for submitting “As-Built” engineering drawings for Village approval. As-built drawings are to be submitted to Development & Planning Services, to the attention of the Public Improvements Inspector. Please be advised that a submitted drawing omitting any one of the specified items listed below will be **“UNAPPROVED”** until appropriately addressed. As-built drawings are required to be submitted and approved prior to the scheduling of final engineering inspection and issuance of a Final Certificate of Occupancy. As-built drawings must be signed, sealed and dated by the original design professional engineer.

• General Engineering Sheet Content & Layout

As-built information is to be superimposed over the approved engineering site grading, utility and cross-section drawings for staff to verify if site improvements were constructed per the approved engineering plan.

• Impervious Coverage Calculations

A detailed tabulation of the **existing, proposed and as-built** impervious coverage on-site needs to be provided. This information is to be shown in a tabular format with individual areas for building footprint, driveway, patio, pool, service walks, etc. in order to be easily checked by staff. In addition the impervious coverage totals from the initial approved engineering drawings must be provided. The drawing also needs to confirm that the 30% area coverage of the driveway within the front yard has been met accordingly. All hard surfaces must be dimensioned.

• Finished Grading Plan

The plan must provide one-foot contours along with all applicable spot elevations confirming adequate drainage of the site, according to the Site Development Plan that was approved for permit. This would include:

- Providing swale flow line and common property line elevations at minimum 25 ft. increments along with directional flow arrows
- Flow line elevation at each cross-section delineated on plan view
- Indicating the Top-Of-Foundation (T/F) and Finished Grade (F/G) elevation
- Depicting any/all brick ledges and/or steps in the foundation
- Confirming the **safe overflow route on-site with bold arrows**
- As-built storm water detention volume calculations (signed & sealed) if applicable

• Side Yard Cross-Sections

“As-Built” side yard cross-sections shall be provided confirming that the permit approved condition has been met.

Five (5) cross sections are required taken at the (1) Front face of building (2) Center of building (3) Rear face of building (4) 25 ft. behind rear face and (5) 25 ft. in front of front face. Each cross-section shall include:

- Elevation at the swale flow line	- Elevation at the respective lot line
- Finished grade elevation at the foundation	- The pre-existing profile that existed prior to the development

• Depiction of Utilities

The plan shall portray all new utilities (sanitary, storm, water), slopes, sizes and material type as they were constructed on-site, in order to confirm their location (alignment) and elevations (rim/invert, etc.). Restrictive Covenant for any on-site storm water management must be executed. The plan must also identify the:

- Sump pump exit at the building	- Water B-Box location
- Sanitary clean-out location	- Underground storm water detention structures (if applicable)

• Drainage Certification Signature Block

The plan shall have upon it a signature block located at the lower right hand corner of the drawing with accompanying statement that reads:

“I hereby certify that the “As-Built” condition as depicted upon the plan will not adversely impact the subject property, the surrounding properties or the public right-of-way with respects to storm water drainage, and that a safe overflow route for storm water has been established.”