

VILLAGE OF NORTHBROOK  
PUBLIC WORKS DEPARTMENT  
655 HUEHL ROAD  
NORTHBROOK, IL 60062  
PH. # (847) 272-4711

**PRIVATE PROPERTY DRAINAGE PROGRAM - COST REIMBURSEMENT  
APPLICATION**

**TO BE FILLED OUT BY APPLICANT**

I HAVE READ AND UNDERSTAND THE APPLICABLE S.O.P: \_\_\_\_\_ (Initials)

PLEASE PROVIDE THE FOLLOWING INFORMATION:

DATE: \_\_\_\_\_

PHONE: \_\_\_\_\_

OWNER NAME: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**DESCRIPTION OF WORK**

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PARKWAY TREE(S)  YES  NO

EXCAVATION WORK WITHIN DRIPLINE?

YES  NO

IF YES, APPLICANT MUST CONTACT THE VILLAGE  
FORESTER AT 847/272-4711. FAILURE TO DO SO AND  
ANY DAMAGE TO A PARKWAY TREE MAY JEOPARDIZE  
RECEIVING REIMBURSEMENT FUNDS.

PRIVATE TREE(S)  YES  NO

EXCAVATION WORK WITHIN DRIPLINE?

YES  NO

IF YES, CONTACT THE VILLAGE'S TREE PRESERVATION  
OFFICER AT 847/272-5050, EXT. 4215.

OWNER'S SIGNATURE: \_\_\_\_\_

**TO BE FILLED OUT BY PUBLIC WORKS STAFF  
CONTRACTOR BIDS RECEIVED**

NAME OF LOW BID CONTRACTOR: \_\_\_\_\_

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PLAN APPROVAL:

PARKWAY TREE APPROVAL

INSTALLATION INSPECTION:

APPROVAL FOR PAYMENT:

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Note: Work must be completed within 90 calendar days from notification from Village to remain eligible for cost reimbursement.

RECEIPT OF CONTRACTOR'S FINAL WAIVERS OF LIEN:  DATE: \_\_\_\_\_