



Public Works Department
655 Huehl Road
Northbrook, Illinois 60062
P: 847/272-4711 F: 847/272-3629
www.northbrook.il.us

NEW SINGLE FAMILY RESIDENCE LETTER OF SUBSTANTIAL COMPLETION
(95% LETTER)

Date

Public Improvements Inspector
Northbrook Public Works Department
Village of Northbrook
655 Huehl Road
Northbrook, IL 60062

RE: _____
Property Address Permit Number

Dear Public Improvements Inspector,

A site inspection was performed at the subject address.

Date of site visit_____

The subject property is considered stabilized with 75% established turf growth, or the installation of sod. This use of sediment/erosion control as a stabilization measure will only be accepted during seasons where grass growth/sod installation cannot occur; this will apply only to the following months; November–April. No exceptions will be made. Provide a list of required stabilization measures on the next page. **Silt Fencing is to remain in place until 90% establish turf growth, or the newly installed sod lawns has "knit" with the soil. Knitting typically takes two to three weeks for sod roots to knit with soil.**

Provide the engineer's total cost estimate below, and a breakdown of the unfinished work on the back of this document along with costs associated for each incomplete item. Village staff will review the cost estimate.

\$_____

Drainage Certification- *A stormwater detention volume exhibit and certification shall be submitted with this document if applicable.*

"I certify that the site conditions as currently constructed do not meet the final approved engineering drawings. However in its temporary state the site conditions will not cause an adverse impact to the subject property, neighboring properties or public rights of way." If you have any questions regarding this certification, please contact me.

Sincerely,

Signature, Seal and Date

This letter shall be submitted to Development and Planning at 1225 Cedar Ln.

Stabilization Measures Provided

[illegible]

Incomplete Work Requiring Completion and Cost Estimate Breakdown

[illegible]