



CITY OF COUNTRYSIDE

708-354-1860

building@countryside-il.org

Permit # _____

SURVEY INFORMATION

COUNTRYSIDE JOB ADDRESS: _____ DATE: _____

City Code 8-1-5: PRECONSTRUCTION AND POSTCONSTRUCTION DRAWINGS AND BOND REQUIRED; ALL CONSTRUCTION

PROPOSED GRADING REQUIREMENTS

#1. A **proposed grading plan** is required for all new building construction, new building additions, new parking lot construction, new parking lot expansions, and new pavement of greater than 200 square feet and landscape improvements that could adversely affect area drainage. The plan should include all existing site conditions, all proposed site improvements, all existing drainage patterns, all proposed drainage improvements and all proposed soil erosion and sediment control details. The proposed grading plan must be submitted, reviewed and approved prior to a permit being issued. The existing conditions and proposed improvements may be prepared on one plan or separately.

Contrary to the code section, the existing elevations and contours should extend a minimum of 25 feet beyond the land disturbance area(s) rather than going 50% into adjacent parcels. The proposed grading plan should include the following:

- A minimum scale of one inch to thirty feet (1" = 30').
- Existing and proposed property contours on at least one foot (1') intervals.
- All existing land features including existing elevations, existing contours, existing utilities within 25 feet of the subject site and existing drainage patterns.
- All proposed site improvements including proposed elevations, proposed contours, proposed utility improvements and proposed drainage patterns.
- Proposed grades at all lot corners, swales, sewers, drainage structures, foundations and driveways or any physical change on the subject property.
- Any surplus soil resulting from the excavation or grading shall be accounted for and included in the proposed grading plan or hauled off site.

#2. A **top of foundation spot survey** is required prior to the framing for an addition or new construction, including new detached structures. It shall indicate at a minimum TOF @ the corners of the construction and distance to property lines.

#3. A **final grading/ as-built survey** must be submitted to building@countryside-il.org in the form of a pdf file within 30 days following the building final inspection approval. Failure to submit survey may result in a citation. The final grading plan or as-built survey should include the following:

- All elevations and grades, as shot in the field immediately after completion of all work required including landscaping (after sod & landscaping is in).
- An Illinois registered architect, engineer or surveyor's signature and seal.

PURPOSE OF THESE REQUIREMENTS

Before the permit is issued, the city's engineer will review the proposed grading plan. ***It is important that the contractor(s) doing the grading and construction work understand that their work needs to conform to the approved proposed grading plan.***

The spotted survey is required to show set-backs and top of foundation elevations.

Once all work is completed, including all sod/landscaping, the project engineer or surveyor should return to shoot the grades and provide the as-built survey.

FEES

The city's engineer will review the proposed and as-built plans. The review will take a minimum of 10 business days. *All hourly fees charged to the city will be passed on to the permit applicant.* These fees will include the engineer's time spent reviewing paperwork, field inspections and phone calls when applicable.

There is not an additional review fee for the top of foundation spot survey, which is reviewed by the City of Countryside's Building Commissioner or designated staff.

If the as-built/final grading engineering fees are to be paid by the property owner rather than the permit applicant, indicate that here. If not indicated here, the applicant shall be responsible.

☐ Payment for final grading engineering review fees to be made by property owner.

Owner acceptance: _____
PRINTED NAME SIGNATURE

The performance bond will not be released until final grading is approved and all engineering fees are paid.

SIGNATURES

I have read and understand this informational guide on the surveys required for this job.

Architect:

PRINTED NAME

SIGNATURE

Landscaper:

PRINTED NAME

SIGNATURE

Property owner:

PRINTED NAME

SIGNATURE

GC:

PRINTED NAME

SIGNATURE