

City of Sandwich
Building Department
144 E. Railroad Street
Sandwich Il 60548
815-786-8802

Excavation

This informational guideline has been developed to identify the minimal requirement to excavate. The information provided outlines information that is pertinent to the City of Sandwich's adopted Building Codes, Ordinances and required inspections. These guidelines are by no means all inclusive, but they do identify the most critical requirements that are involved in this type of project. State law requires you to call J.U.L.I.E. (811 or 800-892-0123) before any digging project.

Need to Submit

1. Building permit application
 - a. Complete Excavation Permit Application (2 pages/Attached) Submit \$25.00
 - b. Submit \$1,000.00 refundable bond.
 - c. Provide copy of Street, Sidewalk and Public way Bond form. (Attached)

2. Procedure steps
 - a. It is applicant's duty to insure Homeowners Association (if applicable) approval before starting work. This is **not** performed by the City of Sandwich.
 - b. Approval will be given/ denied from the building department and applicant will be informed of decision.
 - c. It is responsibility of applicant to insure a safe and orderly excavation. Proper precautions, barricades, warnings, etc. must be utilized.

3. Inspections needed. Applicant **MUST** make these calls to set up inspections
 - a. Site inspection before any excavation occurs. Allow 24 hours advance notice.
 - b. Site inspection upon completion/ Area cleaned of refuse, dirt piles and no unsafe conditions exist. Land restored with proper drainage. Any damaged areas replaced or repaired to City of Sandwich Standards and satisfaction.

EXCAVATION PERMIT APPLICATION
CITY OF SANDWICH
STREET DEPARTMENT
(815)-786-9321

NO. _____

LOCATION _____ NAME _____
ADDRESS _____

Please check below each item requiring excavation and restoration. Besides each item checked, we will require the signature of the BONDED CONTRACTOR that will be performing that work.

____ General Excavation* _____
Name/Company

Signature

____ Pavement/Curb & Gutter* _____
Name/Company

Signature

____ Parkway/Green Space* _____
Name/Company

Signature

____ Sidewalk/Driveway _____
Name/Company

Signature

I hereby agree that full and complete restoration per the City of Sandwich Standards of any and all excavations in a safe and expeditious manner, as set forth in this Excavation Permit, is my responsibility. I also understand that failure to do so will result in a lien against my property to cover any and all costs incurred by the City of Sandwich to make final repairs and restoration. The City agrees to use its best efforts to utilize the Bond(s) on file with the City Clerk from all City Bonded Contractor(s) involved to insure that the work is done according to the City Standards. I further understand that this permit will become null and void if work is not completed within ninety (90) days.

Signature Property Owner

Permit Fee \$25.00 Received _____

*Deposit \$1000 Received _____

Signature General Contractor

Bond on File _____

Date: _____

City Clerk

NO. _____

SANDWICH STREET DEPARTMENT
815-786-9321
EXCAVATION PERMIT

Property Owner Information

Name: _____

Address: _____

Phone Number: H- _____ W- _____

If work is being performed by a general contractor

Name: _____

Address: _____

Phone: _____

Location of Work: _____

Please give a short description of the work to be done: _____

Date of Commencement of Work: _____

Estimated Date of Completion: _____

Review & Approval: _____

Signature-Street Superintendent

Date

Permit Issued: _____

Signature-City Clerk

Date

In the space below please sketch where the work is to be done. Please show your house, the street, and any sidewalk, curb, driveways or other structures that may need to be excavated or removed and replaced.

**STREET, SIDEWALK, PUBLIC WAY
CONSTRUCTION/WORK BOND**

BOND NO. _____

PRINCIPAL AMOUNT \$10,000.00

KNOW ALL MEN BY THESE PRESENTS, that we _____

_____ as Principal, and _____
of _____ Corporation, as Surety, are held and firmly
bound unto the CITY OF SANDWICH, Obligee, a municipal corporation of the State of
Illinois, in the penal sum of TEN THOUSAND DOLLARS (\$10,000.000), lawful money
of the United States of America, for the payment of which well and truly to be made, we
bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and
severally, firmly by these presents.

WHEREAS, _____
Principal, has applied for a permit to construct or do work in the street, sidewalk, alley or
other public way in the City of Sandwich.

NOW, THEREFORE, the condition of the obligation is such that if the said
Principal shall well and truly do the work and save the Obligee harmless from any loss,
cost or damage by reason of its work or failure to complete said work; then this
obligation shall be null and void; otherwise to remain in full force and effect and the
Surety, upon receipt of a written notice from the Street Superintendent indicating that the
work has not been completed and/or the City has suffered loss or damage resulting from
the work or the manner of doing the same, shall, within thirty (30) days of the notice,
complete the work and pay for the loss or damage, or upon the expiration of the thirty
(30) day period, City may complete the work and recover its cost therefore and any loss
or damage from Surety.

Signed, sealed and dated this _____ day of _____, 20_____.

PRINCIPAL

SURETY

By: _____
Vice President

By: _____

Section 14-3 Same-Bond

Each applicant for a permit under section 14-2 shall file a bond or insurance policy in the amount of ten thousand dollars (\$10,000) with sureties to be approved by the mayor and city council, conditioned to indemnify the city from any loss or damage resulting from the work undertaken or the manner of doing the same.