



Village of Mount Prospect

Community Development Department – Building Division
50 South Emerson Street, Mount Prospect, IL 60056
building@mountprospect.org
Phone: 847/870-5675 Fax: 847/870-6620

Flatwork Supplement

COPY OF THE SIGNED CONTRACT/PROPOSAL BY PROPERTY OWNER IS REQUIRED WITH APPLICATION.

INDICATE ANY EXISTING OR FUTURE BURIED DOWNSPOUTS. IF THIS IS NOT DONE, IT WILL DELAY THE APPROVAL OF PREPOUR INSPECTIONS.

ALL CODE REQUIREMENTS IN THIS SUPPLEMENT APPLY TO NEW CONSTRUCTION, REPLACEMENT AND REPAIR. IF ANY FLATWORK IS REMOVED, THE BASE, PIERS, AND WING WALLS MUST MEET THE CURRENT CODE REQUIREMENTS LISTED BELOW.

SUBMITTAL REQUIREMENTS

- Completed and signed permit application by applicant & property owner
- Submit signed copy of proposal or estimate from contractor doing the work.
- Submit 4 copies of the Plat of Survey.
- Indicate on the Plat with dimensions what is being proposed & use the following icon .
- Indicate on the Plat locations of any downspouts being buried as part of this project.

FLATWORK REGULATIONS [Sec. 14.306.E Chapter 14 & Sec. 16.306, Sec.16.307]

Stoop Standards Code excerpt

- A landing/platform at the front entrance to a building can only have the maximum dimensions of eight feet (8') of width and five feet (5') of depth.
- Any stoop or stairs is to be supported by frost protected wing walls or piers that are properly attached to the building foundation and the new concrete.
- The maximum distance between piers supporting a single step stoop must be 48".
- Stoop flashing is mandatory.

Handrails Code Excerpt

- All required handrails must be continuous the full length of the stairs with four or more risers from a point directly above the top riser of a flight to a point directly above the lowest riser of the flight.
- Minimum height 34" and maximum height of 38".
- See separate stair, handrail, and guardrail handout (IRC R316). [*Building Division counter has this document*]
- Porches, single family home balconies or raised floor surfaces located more than 30 inches above the floor or grade must have guards not less than 36" high.

Driveway Standards Code Excerpt

- Only 1 driveway per lot, with a maximum of 1 curb-cut into the street pavement. Circular or dual frontage driveways may be permitted only by Conditional Use.
- Lot Width: 61' or less Maximum driveway width: 21'
- Lot Width: 62'-64' Maximum driveway width: 22'
- Lot Width: 65'-67' Maximum driveway width: 23'
- Lot Width: 68'-69' Maximum driveway width: 24'
- Lot Width: 70' Maximum driveway width: 24.5'
- Lot Width: 71'-72' Maximum driveway width: 25'
- Lot Width: 73' or more Maximum driveway width: 26'

- **Garage Slab:** Floors shall be not less than 5" thick reinforced with #10 wire screen over a base of crushed stone or sand at least 4" in depth.

- Width of driveways servicing three-car garages can be up to the same width as the garage, but not greater than 32' within 15' of the garages from elevation.
- All sections of driveway including the apron sections of the drive (from the sidewalk to the house) must be constructed of:
 - ***A minimum 4" compacted Grade C.A. 6 stone base, with 6" concrete; or***
 - ***An 8" compacted Grade C.A. 6 stone base, with 2" Class I Bituminous Surface.***

- No wire mesh allowed under public walk & parkway. Mesh required on private sections or POUR TO BE FIBER MESH; mark stone base with paint "mesh" word. PEA GRAVEL IS NOT AN ACCEPTABLE BASE.

- The Village hereby grants use of the **brick pavers for the driveway in the public right-of-way with the following conditions:**
 - The property owner agrees to install, construct, operate, maintain and repair the driveway at their expense. _____ ***[must initial]***
 - The property owner agrees they will be responsible for all costs involved to remove, repair and/or replace any and all brick pavers removed or damaged by the Village or their authorized agents when required for the installation, construction, operation, maintenance, repair or removal of any improvement within the public right-of-way. _____ ***[must initial]***
 - The property owner will hold the Village harmless for any damage done to the brick pavers due to the installation, construction, operation, maintenance, repair or removal of any public improvement within the public right-of-way. _____ ***[must initial]***
 - Brick pavers will not be allowed within the public sidewalk area. _____ ***[must initial]***

Sidewalk Standards Code excerpt

- PRIVATE SIDEWALKS ARE TO BE 4" THICK WITH A MINIMUM OF 4" GRADE CA-6 STONE BASE.
- PUBLIC SIDEWALKS ARE TO BE 5" THICK WITH A MINIMUM OF 4" GRADE CA-6 STONE BASE.
- Brick pavers must be constructed of a minimum 4" compacted Grade C.A. 6 stone base and 1-1½" sand. A concrete base in lieu of the minimum of CA-6 stone is acceptable.

- Sidewalks up to 8' in width may encroach into the front yard if providing direct and the singular means of access to the primary entry of the residence; otherwise 5' in width may encroach into the required front yard.
- Service walks up to 3' in width may encroach into the required side and rear yards.
- Sidewalks directly adjacent to driveways must be included as part of the total driveway width.
- No wire mesh allowed under public walk & parkway. Mesh required on private sections or ENTIRE POUR TO BE FIBER MESH. PEA GRAVEL **IS NOT** AN ACCEPTABLE BASE

Patio Standards; Code excerpt

- CONCRETE PATIOS ARE TO BE 4" THICK WITH A MINIMUM OF 4" GRADE CA-6 STONE BASE.
- Brick pavers must be constructed of a minimum 4" compacted Grade C.A. 6 stone base and 1-1½" sand. A concrete base in lieu of the minimum of CA-6 stone is acceptable. PEA GRAVEL **IS NOT** AN ACCEPTABLE BASE
- Patios are not permitted in front yard.
- Patios must be set back 15' from the rear property line.
- Patios must meet required side yard setbacks.
- Patios directly adjacent to driveways must be included as part of total driveway width when it is the same material.
- Burying downspouts is permitted APPROVAL REQUIRED.

FEES AND REQUIRED INSPECTIONS

- A \$200.00 REFUNDABLE INSPECTION FEE IS COLLECTED WITH THE PERMIT FEES.

The following inspections are required:

- Pre-pour/Base - when base is installed and compacted
- Downspout burial inspection- done during Pre-pour/Base inspection. MUST SPECIFICALLY POINT OUT
- Final - when job is complete including any handrails and guardrails, if applicable. FAILURE TO CALL FOR FINAL INSPECTION or ANY INSPECTIONS AT ALL; RESULTS IN FORFEITING THE INSPECTION DEPOSIT.

Call the Building Division at (847) 870-5675 BY 3PM Mon-Fri to schedule next business day inspections.

There is a re-inspection fee for inspections that are not cancelled by calling the Building Division by 8am day of the inspection or if inspection not approved. The re-inspection fee is taken out of the \$200 inspection deposit

Follow all ACI (American Concrete Institute) guidelines for control joints, isolation joints, contraction joints, construction joints, and any seams.