



## COMMERCIAL DRIVEWAYS

*Including Approaches, Curb and Gutter, and Culverts*

The Village requires a building permit to install, replace, or repair driveways, driveway approaches/aprons and related curb and gutter, and culverts. Driveways and approaches shall conform to the curb & gutter and roadway grades. All driveways must maintain a 2-foot setback from side property lines. Standard driveways and aprons are constructed of concrete or asphalt. Non-standard driveways and aprons include brick, stone pavers, stamped concrete, colored concrete or other non-standard materials. Damage caused solely by the Village to driveways or aprons will be replaced with standard materials only. The design of new driveways as well as the replacement of existing driveways must be done in accordance with the Village's standard details attached to the permit.

### **CONCRETE DRIVEWAYS AND APPROACHES**

- Excavate to 10 inches below grade.
- Base shall be 4 inches of compacted stone, aggregate base course (CA-6) over a compacted sub-base.
- Concrete shall be 6 inches of Class SI Concrete (six-bag mix– 4,000 PSI) with 6" x 6" welded wire mesh at the horizontal center of the slab.
- Slab shall have a non-slip finish and be sloped for drainage.
- Follow American Concrete Institute (ACI) specifications for slump and cold weather placement. Insulation blankets shall be on-site at time of pre-pour inspection if intended for cold weather protection.
- Expansion joint material must be placed where new concrete meets existing.
- No wire mesh permitted in aprons.

### **ASPHALT DRIVEWAYS AND APPROACHES**

- Excavate 11 inches below grade.
- Base shall be 8 inches of compacted stone, aggregate base course (CA-6) over a compacted sub-base.
- Apply 3 inches of HMA surface course from an IDOT approved plant rolled with a 1-1/2 or 2-ton roller. Edges shall be tamped at 45 degrees.

### **COMMERCIAL DRIVEWAYS AND APPROACHES**

- See attached details for requirements.

### **CURB AND GUTTER**

- See attached details for requirements.

- All work shall be done in accordance with the requirements of the latest edition of the Illinois Accessibility Code.

### **WORK IN COUNTY OR STATE RIGHT-OF-WAY**

- Any work on driveway approaches, curb and gutter, or culverts within the right-of-way of DuPage County, Cook County, or the Illinois Department of Transportation (IDOT) will require a permit from that agency before a Village permit can be issued.

### **DRAINAGE AND CULVERTS**

- Surface and yard grading shall be pitched away from building structures towards the roadway.
- Water cannot flow by curb or depression onto a neighbor's property.
- Existing culverts under driveways cannot be removed unless they are to be replaced.
- A culvert is required under the driveway approach when the roadway utilizes a swale for drainage.

### **PERMIT FEE AND REVIEW**

The Community Development Department requires up to seven (7) business days to review a building permit application for a driveway and/or approach. Permit fees are dependent upon the size of the project and number of required inspections.

**BUILDING PERMIT APPLICATION \*Electronic Copies Preferred.\***

Applicants must submit the following items for a permit to construct or widen a driveway and/or approach.

1. A completed Building Permit Application with all contractors listed.
  - A contractor must have a current registration with the Village before the permit can be released.
  - All work within the Village right of way must be done by a registered contractor.
2. An accurate, up-to-date Plat of Survey of the property depicting the proposed location and size (including dimensions) of the improvement.
3. A copy of the contract from contractor (if applicable and available).

**INSPECTIONS REQUIRED**

1. Final inspections are required, and additional fees may apply.
2. Culvert inspection may be required at the discretion of the Public Works Department. Additional fees may apply.

All required inspections are listed upon issuance of the permit. Please review inspection list prior to calling to schedule an inspection.

**AFTER APPROVAL & DURING CONSTRUCTION**

Contractors should display the permit card onsite and must schedule inspections at least 24-48 hours in advance by calling (630) 671-2821. The Department is open at the following times:

Monday, Tuesday, Thursday, Friday:	8:30 AM – 5:00 PM
Wednesday:	8:30 AM – 1:00 PM

Community Development Department Staff is available for assistance by visiting the Department in Village Hall at 31 S. Prospect Street, by calling (630) 671-2821, or by emailing [buildingdepartment@roselle.il.us](mailto:buildingdepartment@roselle.il.us).

**VILLAGE CODES**

- |  |   |
|--|---|
| International Building Code, 2018            | International Property Maintenance Code, 2018   |
| International Residential Code, 2018         | International Mechanical Code, 2018             |
| Illinois Plumbing Code, 2014                 | International Fire Code, 2018                   |
| National Electric Code, 2020                 | International Existing Building Code, 2018      |
| NFPA 101 Life Safety Code, 2018              | International Swimming Pool & Spa Code, 2018    |
| International Energy Conservation Code, 2018 | Illinois Accessibility Code, 2018               |
| International Fuel and Gas Code, 2018        | International Plumbing Code, 2018, Chs. 13 & 15 |

**Always Call JULIE Before You Dig at 8-1-1 or (800) 892-0123**

3/2023



## COMMERCIAL DRIVEWAYS STANDARD PERMIT CONDITIONS

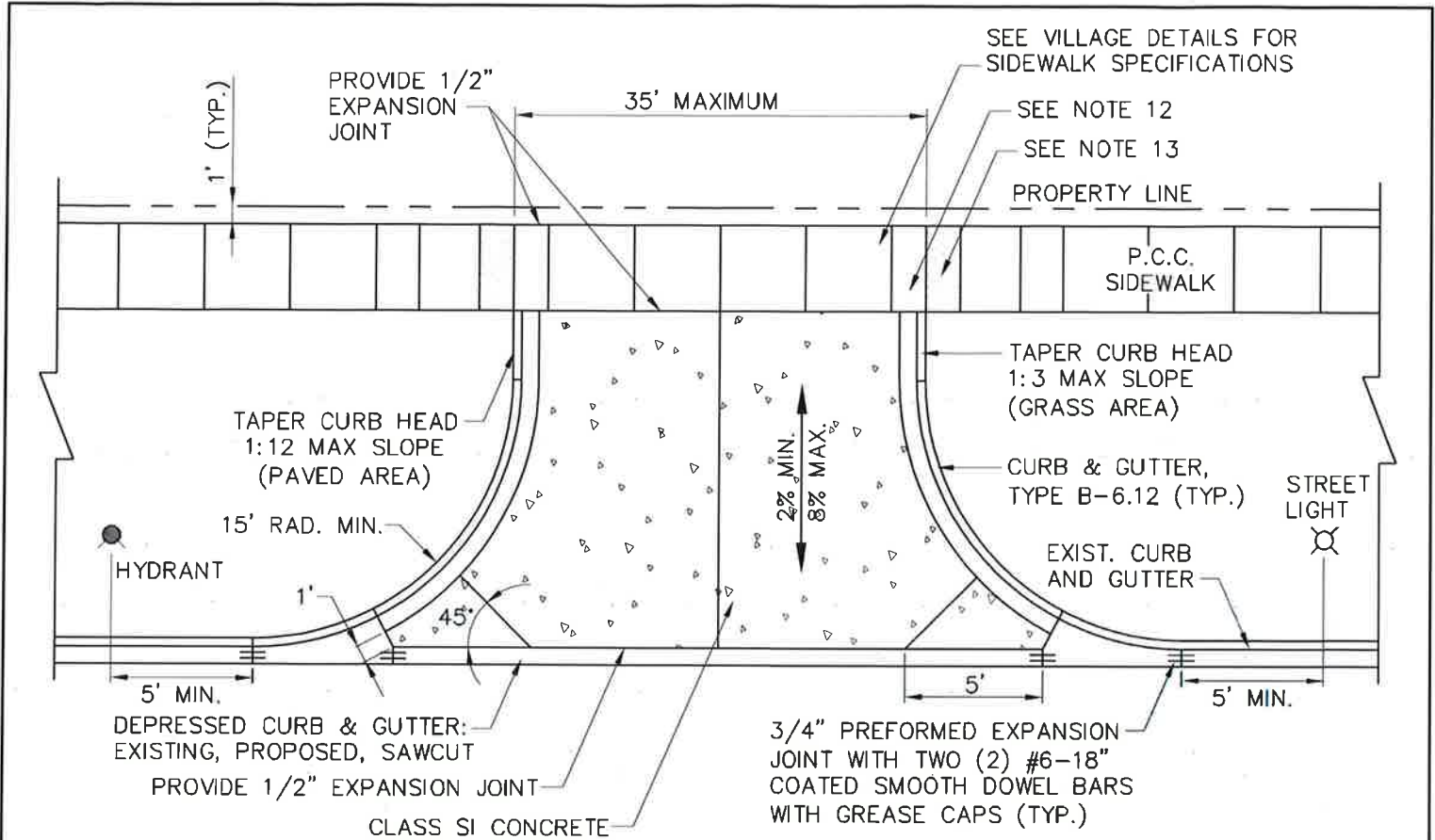
*Including Approaches, Curb and Gutter, and Culverts*

All requirements outlined in the Village's standard details shall apply to the permit.

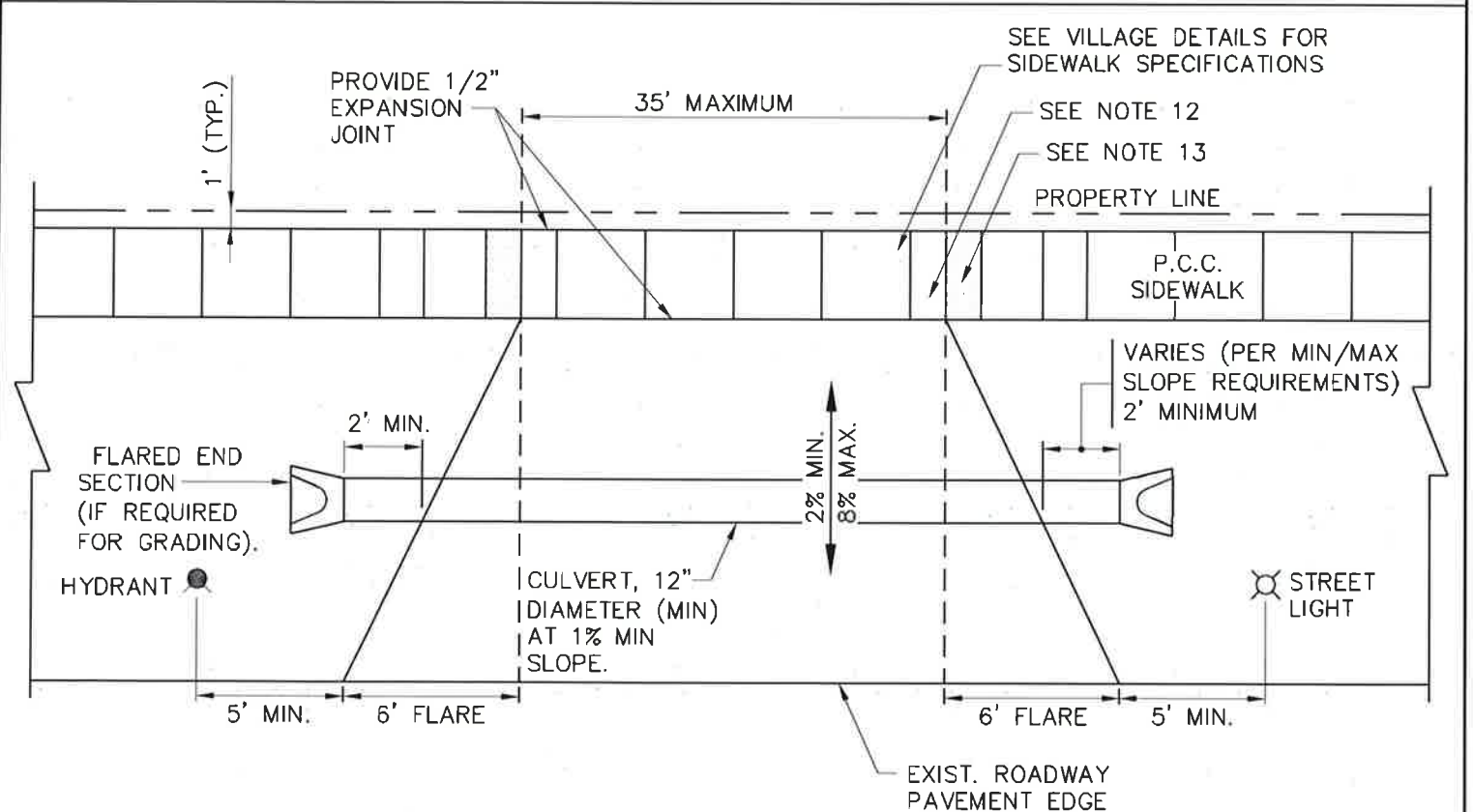
**Additional site-specific conditions may apply and will be provided to the permittee upon permit issuance.**

Special attention is called to the following:

1. All work will be performed in a way that will not alter the existing drainage patterns or modify existing drainage ditches or swales unless the work was included in the approved permit.
2. All construction materials and construction debris shall not be stockpiled on the street and public right-of-way and must be removed from the property and hauled off site for proper disposal. No backyard filling is allowed.
3. Any disturbed parkway, ditch, or swale must be graded to attain positive drainage flow. All disturbed areas within the Village right-of-way shall be restored with 4-inch topsoil, seeded with Class 2A (Salt Tolerant) grass seed and cover with erosion control blanket.
4. Erosion control measures must be in place prior to construction, including the installation of silt fence.
5. If concrete is used the driveway and/or approach will be poured as separate segments if a sidewalk is also being poured. Pouring driveways or approaches simultaneously with abutting sidewalk will not be allowed.
6. Saw-cutting is required for all pavement and curb & gutter to be removed.
7. All aggregate base course shall be mechanically compacted CA-6.
8. All HMA asphalt surface and binder course shall be from an IDOT approved plant and rolled with a 1 ½ or 2-ton roller. All edges and asphalt surfaces shall be tamped at 45 degrees.
9. All concrete shall be Class SI concrete (6 bag mix - 3500 PSI) with ACI approved slump and cold weather placement specifications. If insulation blankets are intended for cold weather protection, they must be onsite at the time of the pre-pour inspection.
10. All concrete work shall have a non-slip finish.
11. No curb cutting or grinding is permitted. See curb and gutter details for additional information on the construction of curb and gutter.
12. Driveway culverts shall be a minimum of 12" diameter PVC (SDR-26) or HDPE (N-12 or equal) at a minimum slope of 1%, unless otherwise approved on the permit submittal or in writing by the Village Engineer.
13. All curb ramp construction shall follow applicable Illinois Department of Transportation standards and current ADA guidelines.
14. If a driveway or apron is constructed of a non-standard material (brick pavers, stone pavers, stamped concrete, colored concrete, etc.) the Village will not be responsible for replacing them with material in kind. The Village will only replace aprons with standard materials (concrete or asphalt) or reimburse the homeowner for what the standard material would have cost the Village. This includes work from any public right-of-way improvements or maintenance.



**COMMERCIAL DRIVEWAY APPROACH FOR CURBED STREET**



**COMMERCIAL DRIVEWAY APPROACH FOR NON-CURBED STREET**

**COMMERCIAL DRIVEWAY DETAILS**



REVISIONS:	
DATE: 04/15/2021	DATE: 04/15/2022
SCALE: NO SCALE	DATE: 07/15/2022
SHEET: 1 OF 2	



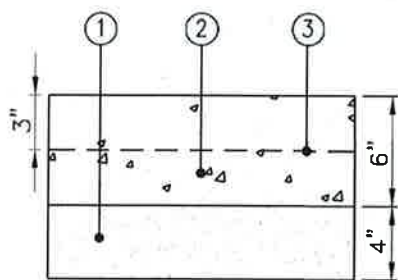
**STANDARD DRIVEWAY NOTES**

1. DRIVEWAYS MUST MAINTAIN A 2-FOOT SETBACK FROM SIDE PROPERTY LINES UNLESS THE DRIVEWAY IS SHARED BY AGREEMENT BETWEEN ADJOINING PROPERTY OWNERS.
2. DRIVEWAYS SHALL NOT ENCROACH OVER THE PROPERTY LINE EXTENSION IN THE PARKWAY.
3. DRIVEWAYS ARE NOT PERMITTED WITHIN EASEMENTS UNLESS APPROVED BY THE VILLAGE ENGINEER.
4. DRIVEWAYS SHALL BE CONSTRUCTED ON THE HIGH ELEVATION SIDE OF THE LOT AND FURTHER FROM THE INTERSECTION.
5. DRIVEWAYS SHALL BE A MINIMUM OF 5' FROM ANY STREET LIGHT, PEDESTAL OR HYDRANT.
6. SAWCUTTING OF ALL PAVEMENT, CURB AND GUTTER AND SIDEWALK TO BE REMOVED IS REQUIRED.
7. ALL AGGREGATE BASE COURSE SHALL BE MECHANICALLY COMPACTED CA-6.
8. ALL HMA ASPHALT SURFACE AND BINDER COURSE SHALL BE FROM AN IDOT APPROVED PLANT AND ROLLED WITH A 1 1/2 OR 2-TON ROLLER. ALL EDGES OF ASPHALT SURFACES SHALL BE TAMPED AT 45 DEGREES.
9. ALL CONCRETE SHALL BE CLASS SI CONCRETE (6 BAG MIX - 3500 PSI) WITH ACI APPROVED SLUMP AND COLD WEATHER PLACEMENT SPECIFICATIONS. IF INSULATION BLANKETS ARE INTENDED FOR COLD WEATHER PROTECTION, THEY MUST BE ONSITE AT THE TIME OF THE PRE-POUR INSPECTION.
10. ALL CONCRETE WORK SHALL HAVE A NON-SLIP FINISH.
11. SIDEWALK SHALL CONTINUE THROUGH ALL DRIVEWAYS. SEE SIDEWALK DETAILS FOR ADDITIONAL INFORMATION ON THE CONSTRUCTION OF SIDEWALKS.
12. DETECTABLE WARNINGS WILL ONLY BE INSTALLED AT COMMERCIAL DRIVEWAYS WITH PERMANENT TRAFFIC CONTROL DEVICES.
13. NO CURB CUTTING OR GRINDING IS PERMITTED. SEE CURB AND GUTTER DETAILS FOR ADDITIONAL INFORMATION ON THE CONSTRUCTION OF CURB AND GUTTER.

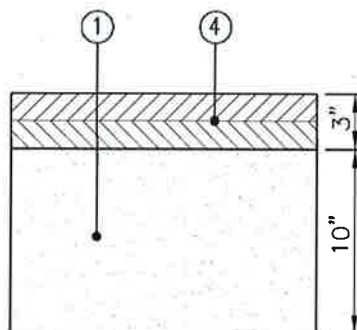
**DRAINAGE NOTES**

1. CULVERT PIPES PLACED IN THE DITCH LINE SHALL BE PVC (SDR-26) OR HDPE (N-12 OR EQUAL).
2. THE MINIMUM SLOPE ON CULVERT PIPES SHALL BE 1%.
3. ALL CULVERT PIPES SHALL HAVE A MINIMUM DIAMETER OF 12" OR AS DIRECTED BY THE VILLAGE ENGINEER.
4. CULVERT PIPES MUST EXTEND A MINIMUM OF 2 FEET BEYOND THE END OF THE DRIVEWAY APRON OR AS DIRECTED BY THE VILLAGE ENGINEER.
5. FLARED END SECTIONS MAY BE REQUIRED BY THE VILLAGE ENGINEER BASED ON EXISTING GRADING.
6. GRADING OF DITCHES TO ACHIEVE POSITIVE DRAINAGE MAY BE REQUIRED BY THE VILLAGE ENGINEER.

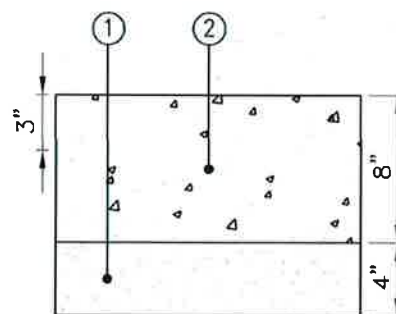
**COMMERCIAL / INDUSTRIAL DRIVEWAYS & APPROACHES  
PAVEMENT SECTION DETAIL**



**CONCRETE**



**HOT - MIX ASPHALT**



**APPROACHES**

**DRIVEWAYS / PARKING LOTS**

- ① COMPACTED AGGREGATE BASE COURSE, (CA-6)
- ② CLASS SI CONCRETE (6 BAG MIX-3500 PSI)
- ③ 6" X 6" X 6" RIGID WELDED WIRE MESH, NOT PERMITTED IN APRONS

- ④ 1-1/2" COMPACTED HMA SURFACE COURSE, MIXTURE "D", N50  
1-1/2" COMPACTED HMA BINDER COURSE, MINIMUM OR AS REQUIRED  
BASED ON DRIVEWAY LOADING

**COMMERCIAL DRIVEWAY DETAILS**



REVISIONS:	
DATE: 04/15/2021	DATE: 04/15/2022
SCALE: NO SCALE	DATE: 07/15/2022
	DATE: 01/11/2023
SHEET: 2 OF 2	

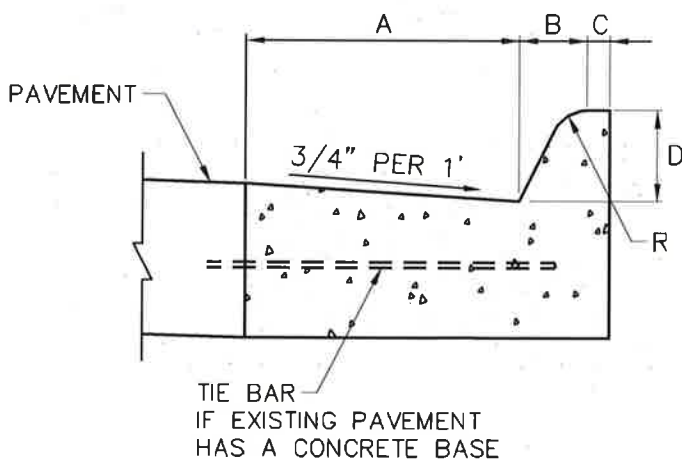
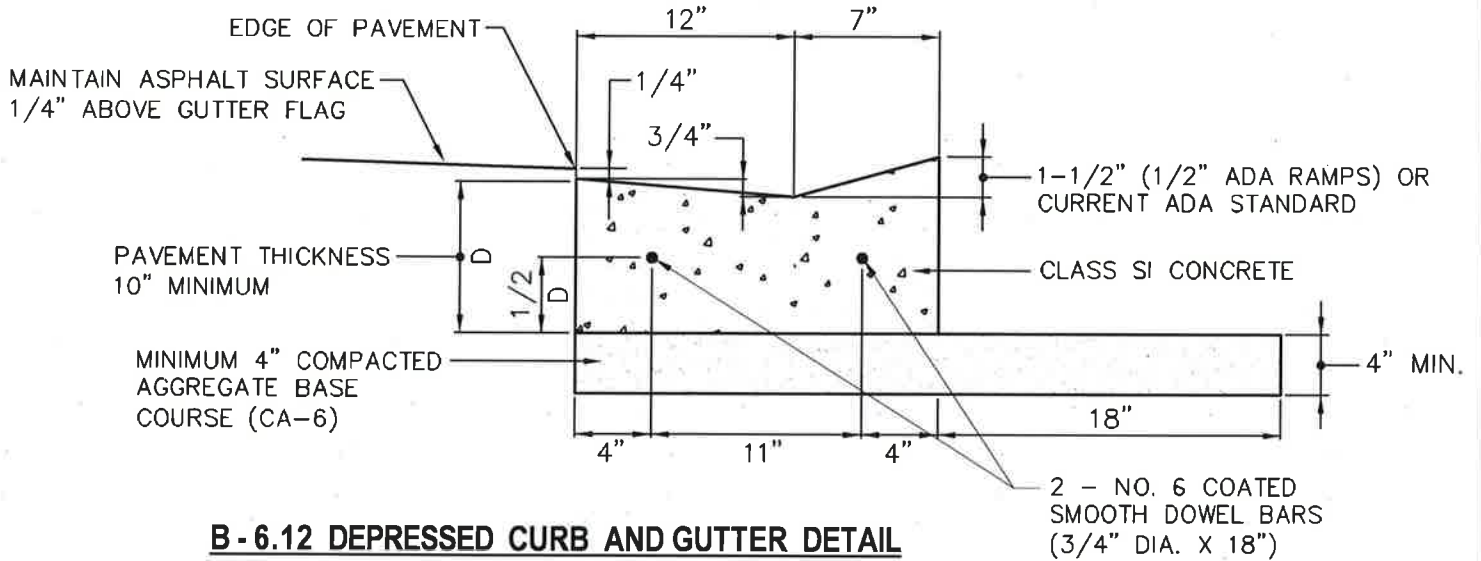
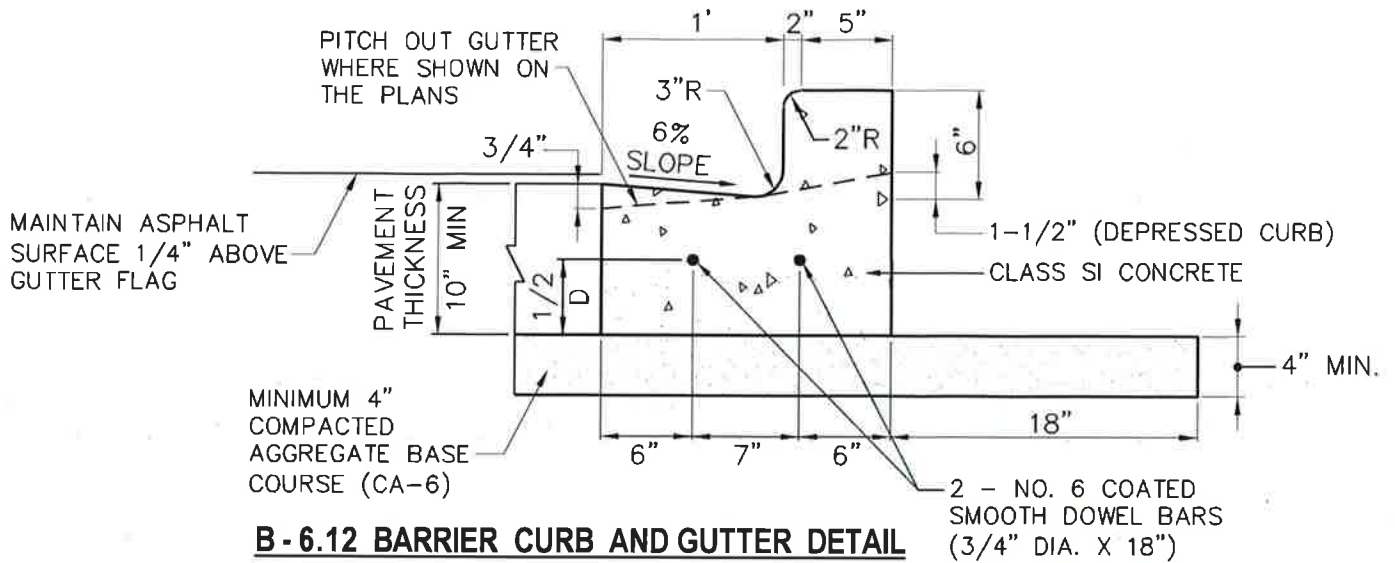


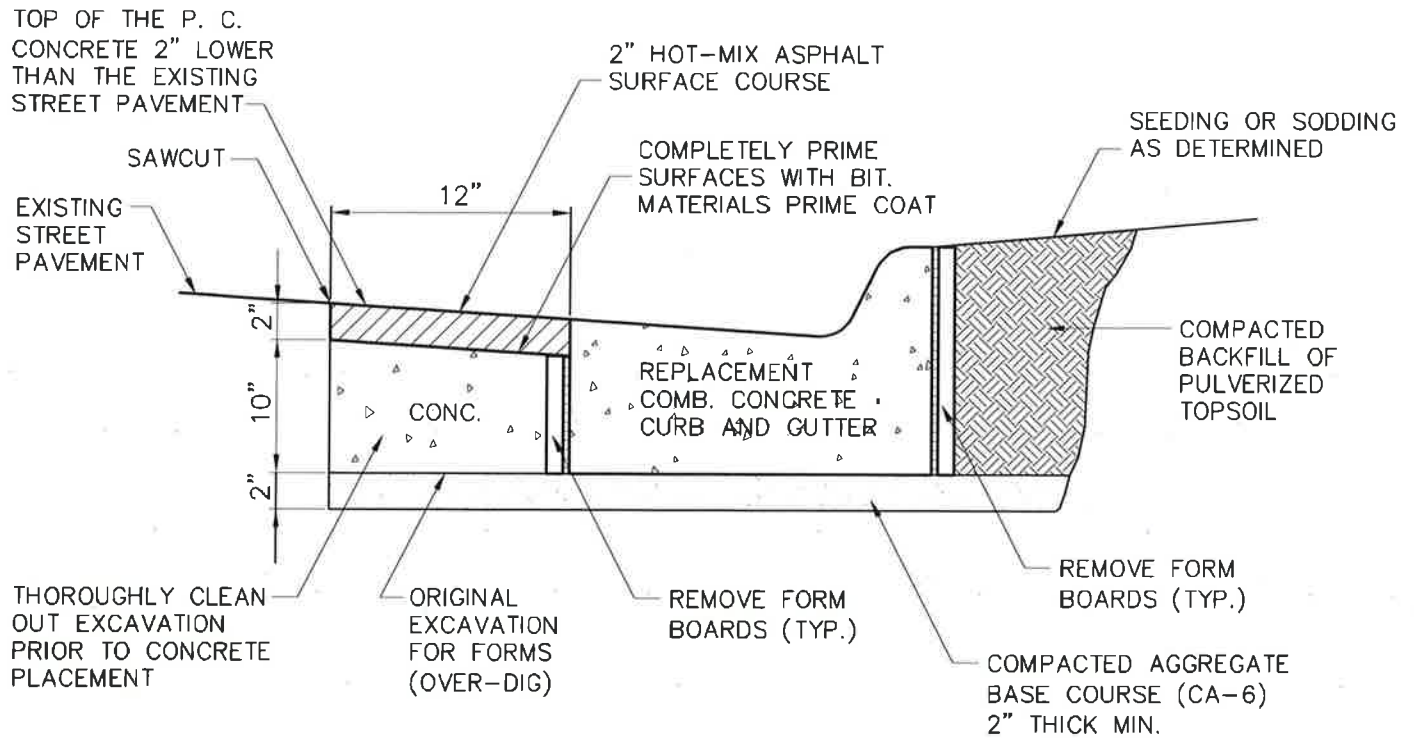
TABLE OF DIMENSIONS MOUNTABLE CURB					
TYPE	A	B	C	D	R
M-2.06	6"	2"	4"	2"	3"
M-2.12	12"	2"	4"	2"	3"
M-4.06	6"	4"	3"	4"	3"
M-4.12	12"	4"	3"	4"	3"
M-4.18	18"	4"	3"	4"	3"
M-4.24	24"	4"	3"	4"	3"
M-6.06	6"	6"	2"	6"	2"
M-6.12	12"	6"	2"	6"	2"
M-6.18	18"	6"	2"	6"	2"
M-6.24	24"	6"	2"	6"	2"

**MOUNTABLE CURB DETAIL (FOR EXISTING CONDITIONS ONLY)**

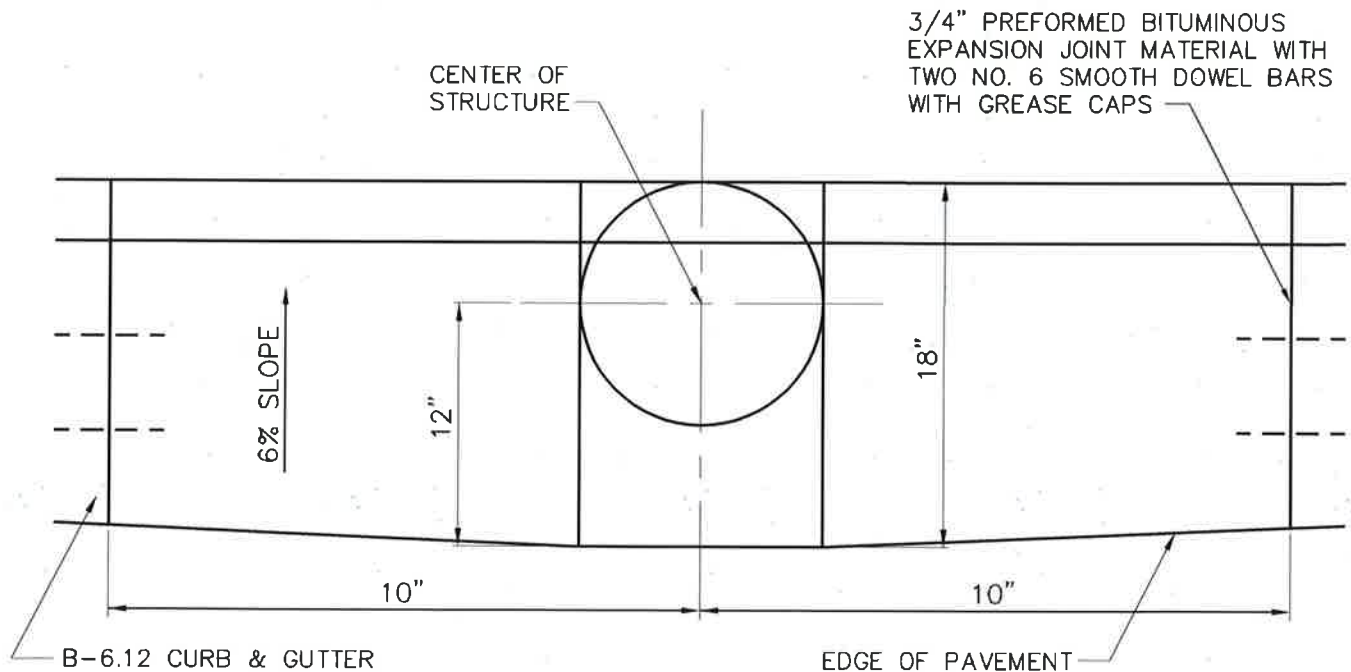
**CONCRETE CURB AND GUTTER DETAILS**



REVISIONS:	
DATE: 04/20/2021	
SCALE: NO SCALE	
SHEET: 1 OF 3	



**CURB AND GUTTER REPLACEMENT DETAIL**

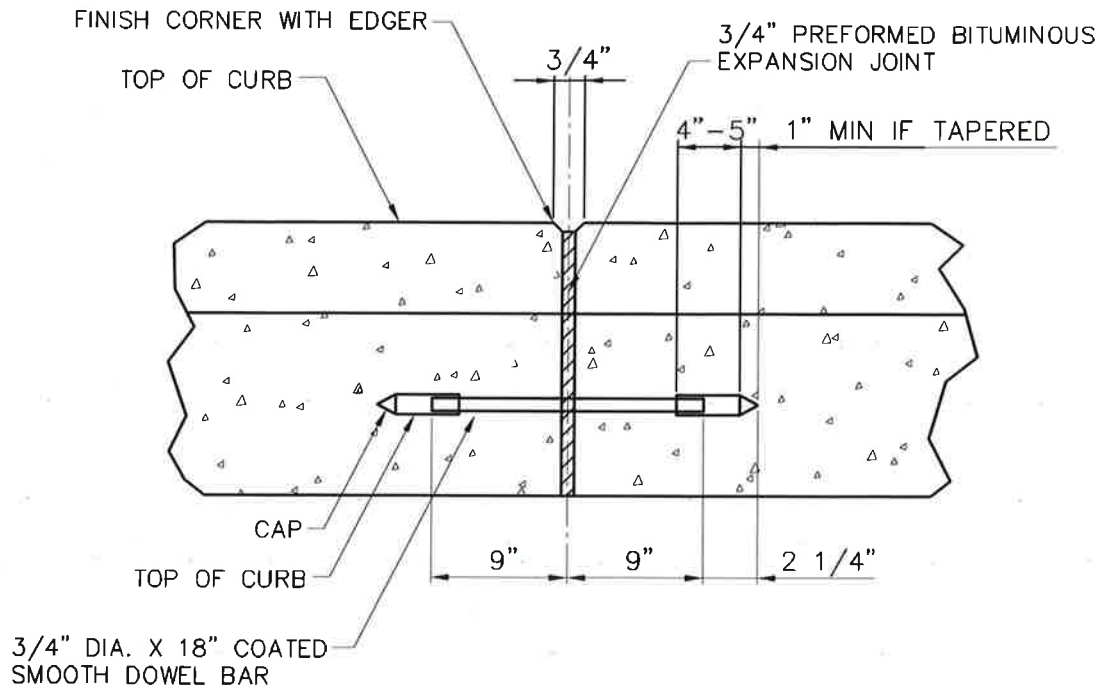


**CURB AND GUTTER AT INLETS DETAIL**

**CONCRETE CURB AND GUTTER DETAILS**



DATE: 04/20/2021	REVISIONS:
SCALE: NO SCALE	
SHEET: 2 OF 3	



### **CURB AND GUTTER EXPANSION JOINT DETAIL**

#### **GENERAL NOTES:**

1. ALL CONCRETE SHALL BE CLASS SI, 6-BAG MIX (3,500 PSI) WITH ACI APPROVED SLUMP AND COLD WEATHER PLACEMENT SPECIFICATIONS. IF INSULATION BLANKETS ARE INTENDED FOR COLD WEATHER PROTECTION, THEY MUST BE ONSITE AT THE TIME OF THE PRE-POUR INSPECTION.
2. A MINIMUM OF 4" OF AGGREGATE BASE COURSE (CA-6) SHALL BE PROVIDED AND MECHANICALLY COMPACTED.
3. SAWCUTS SHALL BE MADE WITHIN TWENTY-FOUR HOURS AND SEALED WITH A VILLAGE APPROVED JOINT SEALANT. JOINTS SHALL BE CLEAN AND DRY PRIOR TO THE APPLICATION OF THE SEALANT.
4. 3/4" PREFORMED EXPANSION JOINT WITH TWO NUMBER 6 COATED SMOOTH DOWEL BARS (3/4" DIA. X 18") WITH GREASE CAPS SHALL BE PLACED EVERY 150 FEET, 5' ON EITHER SIDE OF DRAINAGE STRUCTURES, POINT OF CURVATURE, RADIUS POINTS AND BACK OF CUL-DE-SACS.
5. WHEN EXPANSION JOINTS ARE CONSTRUCTED ADJACENT TO EXISTING CURB AND GUTTER, THE EXISTING CURB SHALL BE DRILLED AND TWO NUMBER 6 COATED SMOOTH DOWEL BARS (3/4" DIA. X 18") GROUTED IN PLACE. GREASE CAPS SHALL BE PLACED ON THE SIDE OF THE NEW CURB AND GUTTER AND SHALL HAVE A PINCHED STOP THAT WILL PROVIDE A MINIMUM 1" EXPANSION.
6. TOOLED CONTROL JOINTS OR SAWCUTS SHALL BE MADE EVERY 15' AND AT LEAST 1 CONTROL JOINT PROVIDED AT ADA CURB RAMPS.
7. FOR CURB AND GUTTER CONSTRUCTED OVER UTILITY TRENCHES, TWO EPOXY COATED REINFORCING BARS (NO. 5) SHALL BE PLACED IN THE CURB AND GUTTER, CENTERED OVER THE TRENCH.