



APPLICATION FOR HIGHWAY PERMIT

DuPage County Division of Transportation
421 N. County Farm Road Wheaton, IL 60187-2553
(630) 407-6900

DuPage County Office Use Only:

Application Tracking #: _____

Date Rec'd.: _____ Tech: _____

(PRINT CLEARLY OR TYPE ALL INFORMATION REQUESTED. INCOMPLETE APPLICATIONS WITHOUT AN ORIGINAL SIGNATURE FOR THE OWNER CONTACT WILL NOT BE ACCEPTED OR PROCESSED.)

UTILITY COMPANY W.O. OR U.T. #: _____

PART I. OWNER (OF PROJECT OR EVENT) INFORMATION:

Owner Name:		Owner Contact:
Address:		City/State/Zip:
Phone:	Fax:	E-mail:
24 hour emergency #:		Website:

PART II. PROJECT/EVENT LOCATION:

Property Address (if applicable):		Site City:
County Route #(s):	County Route Name(s):	
Location to nearest cross street:		

PART III. PERMIT TYPE(S): (Check, circle and complete information, as is applicable to your project.)

<u>A. ACCESS</u>	<u>C. TRAFFIC CONTROL/SIGNAGE</u>
<input type="checkbox"/> Temporary construction entrance (not at permanent entrance)	<input type="checkbox"/> Temp road closure/detour [Total _____ day(s)]
<input type="checkbox"/> New residential entrance (or 2 nd entrance) (single family)	<input type="checkbox"/> Daily lane closures (9 am – 4 pm Mon - Fri) [Total _____ day(s)]
<input type="checkbox"/> New commercial, multi-family and/or side street connection	<input type="checkbox"/> Lane closures (between 12 am to 9 am and/or 4 pm to 12 am) [Total _____ day(s)]
<input type="checkbox"/> Left and/or right turn lane	<input type="checkbox"/> Municipal, subdivision entry or memorial signage
<input type="checkbox"/> Intersection maint - Signalized (resurface, repair or modify)	<u>D. LANDSCAPING</u>
<input type="checkbox"/> Intersection maint -Non-signalized (resurface, repair, or modify)	<input type="checkbox"/> Parkway, median trees, plantings and/or irrigation system
<input type="checkbox"/> Existing single-family entrance revision (repair, replace, modify and/or remove)	<input type="checkbox"/> Paths and/or walks (new, remove and/or replace)
<input type="checkbox"/> Existing commercial/multi-family entrance revisions, modify and/or removal	<input type="checkbox"/> Benches, fountains, garbage cans, kiosks, etc. (public use)
<u>B. UTILITIES</u>	<input type="checkbox"/> Fence, guardrail, railing
<input type="checkbox"/> Residential and/or commercial service connections (storm, sump pump/downspout, sanitary, water, gas, electric and/or telecommunication) – (New, repair, replace, modify and/or remove)	<input type="checkbox"/> Grading, topsoil, seed or sod installation
<input type="checkbox"/> Mainline underground (non-pavement, open-cut trench method) (New, repair, replace, modify and/or remove)	<u>E. PAVEMENT OPEN-CUTS</u>
<input type="checkbox"/> Mainline underground (directional bore method) – (New, repair, replace, modify and/or remove)	<input type="checkbox"/> Number of cuts (_____)
<input type="checkbox"/> Underground utility (in existing ducts) - (New, replace and/or remove)	<input type="checkbox"/> Sizes (Surface area = ft ²) (_____)
<input type="checkbox"/> Mainline aerial (on existing poles) – (New, repair, replace, modify and/or remove)	<u>F. SIGNALS/LIGHTING</u>
<input type="checkbox"/> Utility structures (pole, manhole, hydrant, etc.) – (New, repair, replace, modify and/or remove)	<input type="checkbox"/> Existing signal equipment revision/addition
<input type="checkbox"/> Storm sewer (mainline, taps and/or structures) – (New, repair, replace, modify and/or remove)	<input type="checkbox"/> New traffic signals/ equipment/ interconnection
<input type="checkbox"/> Emergency mainline, service and/or structure repair(s) (leaks or breaks only)	<input type="checkbox"/> Temporary signals/equipment
<input type="checkbox"/> Relocation and/or adjustments of existing facilities (due to government agency project)	<input type="checkbox"/> Street and/or path lighting and/or luminaires
	<u>G. MISC.</u>
	<input type="checkbox"/> Soil borings/monitoring wells Total _____
	<input type="checkbox"/> Special Event – highway or trail – [Run, walk, parade, scouting, school, church, Rugaard Gazebo use (Villa Park)]
	<u>H. ADMINISTRATIVE</u>
	<input type="checkbox"/> Violation (Red tag compliance)
	<input type="checkbox"/> Fine(s) (Compliance)
	<input type="checkbox"/> Extend permit (6 month) <input type="checkbox"/> Extend permit (12 month)
	<input type="checkbox"/> Transfer ownership Permit/App (from # _____)
	<input type="checkbox"/> Regulatory, informational and/or warning signage



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PART IV. GENERAL CONTRACTOR INFORMATION: (Complete all information, as is applicable.)

General:	Name: _____	Contact: _____
Address: _____	City/State/Zip: _____	
Phone: _____	Fax: _____	E-mail: _____
24 hour emergency # (type/number): _____		Website: _____

IT IS HEREBY UNDERSTOOD BY THE UNDERSIGNED THAT UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I declare that I have examined and/or made the application and it is true and correct to the best of my knowledge and belief. I agree to construct said improvement(s) or perform said event(s) according to and with all provisions of the Ordinances of the County of DuPage and any and all local, state and federal statutes and/or codes. I realize that the information that I have affirmed hereon forms a basis for the issuance of the Highway Permit herein applied for and approval of plans and specifications or event information submitted without variation unless prior written approval is obtained from the County Engineer in connection therewith. Approval shall not be construed to permit any construction upon or within said County rights-of-way or use thereof in violation of any provision of any Ordinance of the County of DuPage or to excuse the owner or his/her successors and assigns from complying therewith.

NOTICE: THIS APPLICATION IS NOT A PERMIT AND IN NO WAY AUTHORIZES THE APPLICANT OR CONTRACTOR TO CONSTRUCT/PERFORM ANY WORK OR HOLD AN EVENT WITHIN THE COUNTY'S HIGHWAY AND/OR TRAIL RIGHTS-OF-WAY WITHOUT THE ISSUANCE OF A COUNTY HIGHWAY PERMIT. COMMENCEMENT OF CONSTRUCTION/EVENT WITHOUT ISSUANCE OF A HIGHWAY PERMIT SHALL BE PROSECUTED TO THE FULL EXTENT OF APPLICABLE LAWS UNDER COUNTY ORDINANCE.

OWNER CONTACT SIGNATURE
(REQUIRED): _____ Date: _____

Applicant Contact Signature
(if different than Owner Contact): _____ Date: _____

***ALL FEES SHALL BE MADE PAYABLE TO THE "DUPAGE COUNTY DIVISION OF TRANSPORTION".**

<u>DuPage County DOT Office Use Only</u>			
<u>PAYMENT INFORMATION:</u>			
<u>APPLICATION FEE:</u> \$ _____	<u>VIOLATION FEE:</u> \$ _____	<u>TOTAL APPLICATION FEES:</u> \$ _____	
Type payment: _____	Check/receipt #: _____	Date: _____	By: _____
<u>PERMIT FEES:</u>	<u>(See Calculation Sheet attached):</u> \$ _____		
Type payment: _____	Check/receipt #: _____	Date: _____	By: _____
<u>ADDITIONAL FEES:</u>	<u>(See 'REVISED' Calculation Sheet attached):</u> \$ _____		
Type payment: _____	Check/receipt #: _____	Date: _____	By: _____