

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

## Driveways and Sidewalks- Commercial

Need to submit.

1. Building permit application
  - a. Submit application
  - b. Submit Plat of Survey showing both the location of any existing and/or the proposed driveway, sidewalk, or parking area with correct dimensions.
  - c. Submit stamped engineered plans.
2. Procedure steps when working in city's right of way.
  - a. Complete excavation permit application (not in this packet/ ask for separately/ 2 pages) Submit \$25.00.
  - b. Submit \$1,000.00 refundable bond. **This is required for each permitted job.**
  - c. Provide copy of Street, sidewalk and Public way (\$10,000.00) bond.
  - d. Approval will be given/ denied from the building department and applicant will be informed of decision. Allow 5 working days for decision to be rendered.
  - e. A permit fee of \$100.00 must be paid.
  - f. Inspections needed. Applicant **MUST** make these calls to set up inspections.
    - i. Before installing concrete or asphalt/ forming complete and base compacted.
    - ii. Final inspection/ Forms removed, backfill, and landscaping complete.

**All driveways and sidewalks shall comply with the following standards and regulations.**

1. The driveway shall be installed on a minimum of a 4" compacted approved base material (unless building plans require thicker depth). Pavers and bricks may require additional base material, refer to your manufacturer's installation instruction for the recommended depth and type of the base materials.

Examples of approved base materials:

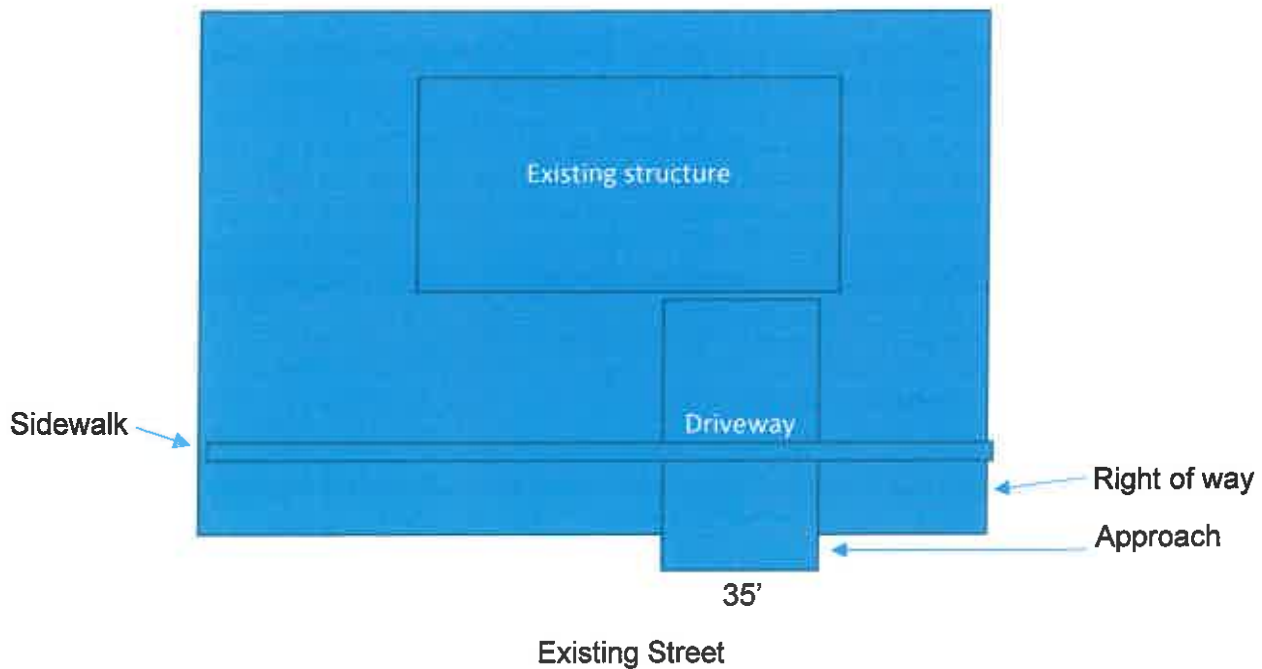
- a. Sand
  - b. Washed gravel with a maximum size of ¾" material
2. Crushed limestone, such as CA-6
  3. The surface or parking area shall slope away from the structure.
  4. All sidewalks must be doweled into existing sidewalks.
  5. Sidewalks shall have a maximum slope of 2% and comply with all ADA requirements.
  6. Sidewalks running through the driveway must be a minimum of 6" thick (unless building plans require a thicker depth). All other sidewalks need to be 5" thick
  7. The thickness of the concrete driveway shall be no less than 5" from the structure to the sidewalk (unless building plans require thicker depth). Driveway from sidewalk to existing street must be paved in asphalt with a minimum thickness of 3" inches (unless concrete is required when street is improved with gutters and curbs and unless building plans require thicker depth). In the circumstances where there is no sidewalk

present, concrete driveways must terminate five feet from the edge of the city street where no curb and gutter are present. Concrete driveways from sidewalk to street (approach) must be a minimum of 6" thick, (unless building plans require thicker depth.)

8. Maximum width on a commercial entrance is 35 feet.
9. All driveways must be installed flush with sidewalks and street.
10. Fill materials shall be free of vegetation and foreign materials. Fill must be compacted to assure uniform support for the slab.
11. All concrete shall:
  - a. Provide minimum strength of 3500 psi at 8 days after placement
  - b. Be at least a 6 bag mix
12. No parking area shall be placed in the city's easement without expressed permission.
13. Rebar or wire mesh is not permitted in driveway approach.

**Notes:**

1. **Driveways needing (or with existing) culverts, ditches, drainage issues, sizes of driveway areas, or other may require more information to be provided by the applicant before permit can be issued.**
2. **State law requires you to call J.U.L.I.E. (811 or 800-892-0123) before any digging project.**



Existing Street  
Sample driveway