PATIO / FLATWORK / DRIVEWAY
Village of Manhattan

CHECKLIST:
☐ Permit application completed
☐ Plat of survey – Marked accordingly (Distance from lot lines & house/structures)
☐ Detailed Project Drawing/Scope of Work (Dimensions & type of material)
☐ Estimate from Contractor – OR – If homeowner completing work, provide purchase receipt or list of materials being used.
☐ Contractor Registered with the Village?
☐ Is Homeowners Association Approval Required?
   ☐ Yes ☐ No ☐ Applied ☐ Not applied ☐ Attached Approval

TYPE OF PROJECT:
Project: ☐ Patio ☐ Driveway ☐ Flatwork/Other _______________________
Material: ☐ Brick/Paver ☐ Concrete ☐ Asphalt ☐ Other _______________________
Square footage: ____________________________

PERMIT FEE:
Permit fee is paid when the permit application is submitted.

<table>
<thead>
<tr>
<th></th>
<th>Under 225 sq. ft.</th>
<th>Over 225 sq. ft. – No handrail or steps</th>
<th>Over 225 sq. ft. – With handrail and steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brick or Paver</td>
<td>$0.00</td>
<td>$55.00</td>
<td>$90.00</td>
</tr>
<tr>
<td>Concrete or Asphalt</td>
<td>$55.00</td>
<td></td>
<td>$125.00</td>
</tr>
</tbody>
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NO WORK CAN COMMENCE UNTIL THE PERMIT HAS BEEN ISSUED. WORK STARTED PRIOR TO ISSUANCE OF PERMIT WILL INCUR A PENALTY RESULTING IN THE COST OF THE PERMIT FEE TO DOUBLE.

PLAN REVIEW:
All patios/flatwork/driveways require a third-party plan review. Plan reviews are performed Monday through Friday. Plans must be submitted by 3:00 P.M. the day prior to the intended review.

REQUIRED CONTRACTOR INFORMATION:
Any contractor engaged in or having obligation to do work where the scope of work requires a building permit shall be registered with the Village of Manhattan. If the contractor is not currently registered with the Village, an application can be obtained by contacting the Building Department at (815) 418-2042 or from www.villageofmanhattan.org.
INSPECTIONS:

<table>
<thead>
<tr>
<th>Under 225 sq. ft.</th>
<th>Over 225 sq. ft. – No handrails or steps</th>
<th>Over 225 sq. ft. – With handrails and/or steps</th>
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</thead>
<tbody>
<tr>
<td>Brick or Paver</td>
<td>No inspection required.</td>
<td>1. Pre-pour inspection.</td>
</tr>
<tr>
<td>Concrete or Asphalt</td>
<td>No inspection required.</td>
<td>1. Final inspection after handrails are installed.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Final inspection after handrails are installed.</td>
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- Contact JULIE, INC at 1-800-892-0123. Contact two working days prior to digging to locate utilities.
- Please call (815) 418-2060 or email building@villageofmanhattan.org to schedule an inspection. Be prepared to give contact name, phone number, address, permit number, type of inspection as well as the date for the inspection to be scheduled.
- Please note that inspections need to be called in by 3:00 P.M. in order to be scheduled for the following business day. Inspections are performed Monday through Friday.

MISCELLANEOUS INFORMATION:

- Depending on the property location, there are certain limitations to lot coverage area that include all improvements (house, accessory structures, paving, decks, etc.) on the property.
- Patios need to be a minimum of 4 inches thick over a 4-inch compacted stone base. Wire mesh is optional.
- Driveways need to be a minimum of 5 inches thick over a 4-inch compacted stone base. Wire or fiber mesh is required in the driveway & apron.
- Other restrictions may also apply depending on subdivision and individual subdivision covenants.
- According to Village Code, construction noise resulting from the erection, demolition, alteration or repair may only occur between the hours of 7:00 A.M. and 9:00 P.M. Monday through Friday, and 8:00 A.M. and 9:00 P.M. Saturday and Sunday.