

## **GENERAL INFORMATION REGARDING NEW DRIVEWAYS**

1. The apron is the responsibility of the homeowner. It is an extension of the driveway and the Village does not maintain or replace aprons. It is **STRONGLY ENCOURAGED** to replace the apron at the same time as the driveway.
2. The public sidewalks and utilities that may be located within the driveway and apron will be inspected by Public Works for possible repairs, adjustments or replacements as part of their review of the permit application. This is to help avoid future damage to the driveway as much as possible.
3. If Public Works determines that the public sidewalk requires repair or replacement during the inspection, the Village will complete the work with either in-house crews or a hired contractor. **Please be aware this may take up to four (4) weeks to complete and will delay the issuance of the driveway permit until the sidewalk is replaced.** (Sidewalks through driveways are completed on a first-come-first-serve basis based off the permit application date.) The Village does not recommend scheduling your driveway before sidewalk repairs/replacements are completed, as it may damage your new driveway and the Village will not be responsible for repairs or replacement of private drive.

*NOTE: If the homeowner's driveway contractor is able to perform concrete work or a separate concrete contractor is hired to repair/replace the public sidewalk, Public Works will reimburse a portion of their costs. For questions on this program, please contact Bartlett Public Works at (630) 837-0811.*

4. Any sprinkler/irrigation system that was placed within the Village right-of-way, even those that were previously permitted, should be moved out of the parkway if possible, and any damage to those systems during the removal of the public walk, or any future utility work, is the responsibility of the homeowner to either repair and disconnect from the Village right-of-way and have it relocated within the property lot lines. This also includes invisible fences.
5. Please be aware, that if the contractor replacing the driveway, damages or covers a utility (such as a manhole or a buffalo box) the homeowner will be required to remove the concrete and repair or replace the damaged structure.
6. No apron extensions will be approved if a parkway tree is within ten feet (10') of the proposed extension. The Village **WILL NOT** remove any parkway trees for apron extensions.