



Village of Riverwoods-Buildings Department
300 Portwine Road, Riverwoods, IL 60015(847) 945-3990

Driveways/Culverts

Project Information for Adding, Reconfiguring, Removing & Replacing Residential Driveways and culverts

Permit Application Procedure

Applicants must submit a completed building permit application, including a detailed scope of work, and 2 copies of an up to date plat of survey with the existing and proposed driveway located on the plat. An application for new or substantially reconfigured driveways may require review by the Village Forester and Village Engineer. Basic repairs or maintenance to a driveway such as patching and seal coating do not require a permit.

Thorngate Homeowners must obtain approval for their association prior to submitting a building permit.

Code Requirements & Regulations

1. There is a minimum 20' buffer required between new driveways and side lot lines.
2. In Country Club Estates Subdivision (R-4 zoning), the driveway, in combination with the home and all other accessory structures or buildings, cannot exceed 25 percent total lot coverage (minimum 75 percent landscaped or green).
3. Damaged or failing culverts must be repaired or replaced at the time of the driveway work. Replacement culverts must be in precast concrete or ductile iron and placed at an approved size and elevation as determined by the Village Engineer.
4. All base material must be compacted, free of loose or compressible soils and vegetation.
5. Driveways must be positively pitched away from all buildings and structures.
6. Driveways cannot impede the flow of storm water through ditches or creeks or discharge onto an adjoining property.
7. Gravel driveways *are* allowed.
8. **Specialty Driveway Materials on Village Streets or Utility Easements:**
While specialty driveway materials such as concrete, brick pavers, and stamped/colored asphalt are allowed in the rights of way of Village streets and on private streets with utility easements in favor of the Village, please be advised that **the Village reserves the right to replace these materials with asphalt if they are disturbed in the course of maintaining the streets or utilities.**
9. **Parkway/Ditch Line Landscaping:**
Many Village residents have installed specialty plantings, timbers, stones, and other landscaping in the parkways and ditch lines of Village streets. Provided that these improvements do not interfere with drainage or sight lines or otherwise impede the function of the roadway, they are typically allowed. However, **the Village reserves the right to remove any private landscaping in the Village right of way THAT must be disturbed in the course of maintaining the streets or utilities.**
10. **Other Driveway Permits:**
Duffy Lane, Riverwoods Road, Deerfield Road and Saunders Road south of Deerfield Road are Lake County Highways under the jurisdiction of the Lake County Division of Transportation (LCDOT). Contact the LCDOT at 847.377.7400 prior to performing **any** work in the rights of way of these streets.
11. Concrete drives must meet the following criteria:
 - A. Minimum 28 day compressive strength of 3,500 pounds per square foot.
 - B. Welded wire, fiber mesh, or rebar in the slab for crack control.
 - C. Welded wire cannot be buried in the slab; it must rest in the middle.

- D. Control joints must be tooled or cut in the slab with a maximum 12' spacing in either direction as well as cut or tooled to 1/4th the depth of the slab.
 - E. Slabs must be at least 3.5" thick.
 - F. Cold weather concreting regulations must be observed as needed. Contact the Director of Community Services for more information.
 - G. A slip resistant finish is required (typically broomed).
 - H. Freshly placed concrete must be protected from dehydration on windy days.
 - I. Concrete cannot be placed in the rain or on a base with standing water.
12. Brick paver drives must meet the following criteria:
- A. Edge holding or stabilization required.
 - B. Sand must be broomed between pavers.
 - C. Tripping hazards cannot be present especially between dissimilar materials such as brick paver drives and concrete walkways.
13. Asphalt drives must meet the following criteria:
- A. Compacted to a minimum 2" surface course thickness.
 - B. Compacted with a minimum 2 ton roller and tamped at all edges.
14. Construction must be workmanlike and consistent with manufacturer's installation guidelines.
15. Work hours are from 7:00am to 7:00pm Monday through Friday, and Saturday 8:30am to 5:00pm. Work is not allowed on Sundays or holidays.
16. There is a road weight limit of 6 tons per axle that is strictly enforced. Overweight permits will not be issued for divisible loads.
17. A copy of the general contractor's certificate of liability insurance, with the Village named as additional insured, must be on file prior to permit issuance.
18. Permits are valid for one year from date of issuance. Work must begin within 90 days of permit issuance.

Inspection

A base inspection is required prior to the final surface course being applied. A final inspection is required when the work is finished and the site is clean. Please call the buildings department to schedule inspections.

Office Hours

Office hours are from **8:30am to 1:30pm.**

Village Staff

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