

Village of New Lenox
Community Development
1 Veterans Parkway
New Lenox, IL 60451
815.462.6490
815.462.6469(fax)
www.newlenox.net

the Village of New Lenox

"Home of Proud Americans"



Final Grade Deposit Form

PERMIT #: _____

NAME: _____

PROPERTY ADDRESS: _____

MAILING ADDRESS (FOR BOND RELEASE CHECK): _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE #: _____ FAX #: _____

EMAIL ADDRESS: _____

NON-REFUNDABLE ADMINISTRATION FEE: \$ 100.00

DATE PAID: _____ FORM OF PAYMENT: _____

I HAVE DEPOSITED WITH THE VILLAGE OF NEW LENOX A FINAL GRADING DEPOSIT IN THE AMOUNT OF \$2,500.00.

_____ CASH
_____ CHECK # _____ (IF PAYING BY CHECK IT MUST BE SUBMITTED A
MINIMUM OF TEN (10) BUSINESS DAYS PRIOR TO APPLYING FOR A CERTIFICATE OF
OCCUPANCY).
_____ CREDIT CARD (CONVENIENCE FEE APPLIES)

IF I FAIL TO COMPLETE THIS WORK WITHIN THE SPECIFIED TIME, I FORFEIT SAID DEPOSIT TO THE VILLAGE OF NEW LENOX TO COVER THE COST OF THE FINAL GRADE AND ANY OR ALL LABOR COSTS INCURRED TO COMPLETE THE WORK.

I UNDERSTAND THAT THE DEPOSIT, LISTED ABOVE, WILL BE RETURNED TO ME AFTER SATISFACTORY COMPLETION AND APPROVAL OF THE PROJECT. THE CHECK SHALL BE RETURNED TO ME FOLLOWING THE NEXT AVAILABLE DISBURSEMENT BY THE VILLAGE BOARD.

APPLICANT'S SIGNATURE: _____ DATE: _____

_____ **VILLAGE USE ONLY** _____

NOTIFIED FINANCE DEPARTMENT TO RELEASE DEPOSIT DATE: _____

COPIES OF FORMS & CHECK:

FINANCE: _____ BUILDING FILE: _____
CONTRACTOR: _____ BOND BOOK: _____

**CONTRACTOR CERTIFICATION
OF PENDING FINAL GRADING REQUIREMENTS**

ADDRESS: _____
PERMIT #: _____ LOT #: _____
SUBDIVISION: _____

(I/WE) DO HEREBY CERTIFY THAT (I/WE) (AM/ARE) THE BUILDING PERMIT APPLICANT(S) FOR THE ABOVE PROPERTY.

(I/WE) DO FURTHER CERTIFY THAT TOPSOIL PLACEMENT AND THE REQUIREMENTS OF THE FINAL GRADING SURVEY (SECTION 18-223 OF THE MUNICIPAL CODE OF THE VILLAGE OF NEW LENOX) ARE NOT COMPLETED.

(I/WE) DO FURTHER CERTIFY THAT (I/WE) WILL ASSURE COMPLETION OF THE FINAL GRADING SURVEY REQUIREMENTS OF SAID SECTION 18-223 BY AUGUST 1, _____

(I/WE) UNDERSTAND THE FAILURE TO COMPLETE THE REQUIREMENTS OF SAID SECTION 18-223 MAY RESULT IN FORFEITURE OF THE CASH DEPOSIT PLACED IN LIEU THEREOF.

BY: _____

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____, 20____

(NOTARY PUBLIC)

**PROPERTY OWNER TEMPORARY OCCUPANCY
FINAL GRADING AGREEMENT**

ADDRESS: _____

PERMIT #: _____ LOT #: _____

SUBDIVISION: _____

_____ (I/WE) (AM/ARE) THE OWNER(S) OF RECORD OF THE ABOVE PROPERTY.

_____ (I/WE) HAVE CONTRACTED TO HAVE A RESIDENCE CONSTRUCTED AT THE ABOVE PROPERTY AND WILL BECOME THE OWNER(S).

(I/WE) DO UNDERSTAND AND AGREE TO THE TERMS OF THIS TEMPORARY OCCUPANCY PERMIT REQUIRING SAID PROPERTY OWNER TO MAINTAIN FINAL GRADE ELEVATIONS AS SUBMITTED AND ACCEPTED ON THE TOPOGRAPHICAL SURVEY ONCE COMPLETED AND ACCEPTED BY THE VILLAGE OF NEW LENOX IN ACCORDANCE WITH SECTION 18-223 OF THE NEW LENOX MUNICIPAL CODE.

(I/WE) FURTHER UNDERSTAND THAT (I/WE) WILL RECEIVE A COPY OF SAID TOPOGRAPHICAL SURVEY AS ACCEPTED BY THE VILLAGE OF NEW LENOX FROM THE CONTRACTOR UPON COMPLETION.

BY: _____
(PROPERTY OWNER)

(PROPERTY OWNER)

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____, 20____

(NOTARY PUBLIC)