



FINAL GRADE SURVEY DEPOSIT FORM

Permit #: _____

Address of Property: _____ Lot #: _____

Name / Company Name: _____

Mailing Address for Refund: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Email Address: _____

I have deposited with the Village of New Lenox, a final grading survey deposit in the amount of \$2,500. In addition, I have included a non-refundable \$100.00 Administration Fee for a total of \$2,600.

_____ Cash _____ Check _____ Credit Card (Convenience Fee Applies)

Note: If paying deposit by check – the check must be submitted a minimum of ten (10) business days prior to applying for a certificate of occupancy.

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 survey and any or all labor costs incurred to complete the work.

I understand that this \$2,500 deposit will be returned to me on the next available disbursement after approval of the project.

Signature of Applicant: _____ Date: _____

Village Use Only

Date Paid: _____

Form of Payment: _____

Date Deposit Refunded: _____

Refunded To: _____

Temporary Occupancy

**CONTRACTOR CERTIFICATION
OF PENDING FINAL GRADING REQUIREMENTS**

Lot # _____ Subdivision: _____

Address: _____

Contractor Name: _____

(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 that failure to complete the requirements of said Section 18-223 may result in forfeiture of the cash deposit placed in lieu thereof.

By: _____

(Contractor Signature)

Subscribed and Sworn to me this

_____ day of _____, 20_____

(Notary Public)

Property Owner

**TEMPORARY OCCUPANCY
FINAL GRADING SURVEY & LANDSCAPING AGREEMENT**

Lot # _____ Subdivision: _____

Address: _____

Property Owner Name: _____

_____ (I/We) (am/are) the owner(s) of record of the above property.

_____ (I/We) have contracted to have a residence constructed at, and will become the owner(s) of the above property.

(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 TOPO Survey once completed and accepted by the Village of New Lenox in accordance with New Lenox Municipal Code, Ordinance #1069.

(I/We) further understand that (I/we) will receive a copy of said TOPO Survey as accepted by the Village of New Lenox from the contractor upon completion.

(I/We) do further certify that (I/we) will maintain the finished grade elevations shown on the survey along the perimeter lines of this parcel, and will, if necessary, provide and maintain erosion control measures until such time as final germination and/or landscaping is developed to stabilize the soil so that the final grade elevations along the perimeter of this lot are not altered, and that failure to correct any said grade that may have been altered is considered a violation of the Municipal Code of the Village of New Lenox.

(I/We) understand that (I/we) are responsible to install landscaping consisting of seed or sod on the entire lot, including the adjacent parkway, not containing other final landscaping material, no later than six months after the issuance of the certificate of occupancy.

By _____

(Property Owner)

Subscribed and Sworn to me this

_____ day of _____, 20_____

(Notary Public)