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Libertyville, IL 60048  
Telephone: (847) 377-7400  
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**APPLICATION TO PERFORM WORK WITHIN A COUNTY HIGHWAY RIGHT-OF-WAY**

*(Please print or type)*

APPLICANT:

Name/Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

In accordance with the Lake County, IL Code of Ordinances, as amended, the above Applicant hereby makes application to the County Engineer of Lake County for permission to perform certain work herein described within the County Highway Right-of-Way. This proposed work is described as follows:

1. **Name of County Highway:** \_\_\_\_\_

2. **Property Identification Number (PIN) or Property Address** (if applicable): \_\_\_\_\_

3. **Location of Work:** From: \_\_\_\_\_  
(From street to street with offsets) To: \_\_\_\_\_

4. **Project Information:**  
Project Name: \_\_\_\_\_  
Developer (if applicable): \_\_\_\_\_

5. **Proposed Work** (check all that apply):  
 Single service tap-on (sewer)     Single service tap-on (water)     Street lighting  
 Storm sewer/culvert     Sanitary sewer line     Water main/Water line  
 Sidewalk     Bike path     Other \_\_\_\_\_

6. **Pavement Open Cut Required?**     Yes     No    If Yes, Attach Pavement Open Cut Request Form

7. **Agent for Applicant** (if applicable):  
Name & Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

8. **Person in Charge** (responsible for construction operations, restoration work, and 24-hour emergency contact):  
Name & Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

9. **Operation and Maintenance responsibilities for completed Proposed Work:**

10. **Comments** (if needed): \_\_\_\_\_

11. **Enclosed Fees** (all fees non-refundable): \_\_\_\_\_

**NOTES:** Attach an Engineering Plan or Conceptual Drawing of the Proposed Work with this Application.  
This Application is Subject to the General Conditions as printed on Page 2.  
**THIS APPLICATION IS ONLY VALID WHEN AN ORIGINAL SIGNATURE IS PROVIDED ON PAGE 2.**

**GENERAL CONDITIONS FOR APPLICATION TO PERFORM WORK WITHIN A COUNTY HIGHWAY RIGHT-OF-WAY**

1. In submitting this Application, the Applicant agrees to comply with the various policies, conditions and requirements of the Lake County Division of Transportation, whether written or verbal, and to the Lake County, IL Code of Ordinances, as amended, to make such changes and revisions to the Proposed Work as may be necessary to comply or more closely conform to those various policies, conditions and requirements of the Lake County Division of Transportation, whether written or verbal, and to the Lake County, IL Code of Ordinances, as amended.
2. The Applicant shall supply, at their expense, such information or submittals as the Lake County Division of Transportation may require to complete the review of the Proposed Work.
3. Lack of an immediate response to this application form or any information submitted for review and/or comment shall not be construed as approval or acceptance of the application or submittal.
4. The review of the Proposed Work by the Lake County Division of Transportation shall be based on the primary use of the County Highway right-of-way is to provide for the safe and efficient movement of vehicular traffic. All other uses of the right-of-way that do not support or provide for this primary use shall be subordinate.
5. The Lake County Division of Transportation is not responsible for providing room within the County Highway right-of-way for the Proposed Work and lack of sufficient room can be cause for not permitting the Proposed Work to be located within the County Highway right-of-way.
6. The Proposed Work may not be permitted if it will create a hazard to the Public or interfere with the ability of the Lake County Division of Transportation to operate and maintain the County Highway right-of-way.
7. This Application does not relieve the Applicant from obtaining permission and authority from the Federal, State, County or Local Government or any political subdivision or administrative agency which may administer any statutes, regulations, ordinances or administrative orders that pertain to the Proposed Work.
8. The Applicant is cautioned that the County Highway rights-of-way have been obtained for Public Road Purposes and any other use of the right-of-way is subject to approval or permission from the legal property owner. The Applicant shall be responsible for contacting the property owner and obtaining any required approval or permission.
9. The Lake County Division of Transportation, its employees and its agents, and the County of Lake, its employees and its agents shall not be held responsible for costs or delays to the Applicant due to the processing time required by the Lake County Division of Transportation to review information or submittals by the Applicant or his authorized agents.
10. The submittal of this Application by the Applicant does not obligate the County Engineer to issue a permit.
11. If the Proposed Work is permitted the Applicant and his successors and assigns shall be generally responsible for the following:
  - a. Obtaining any other permission or authority needed for the Proposed Work.
  - b. Having the Proposed Work completed, including any required restoration work.
  - c. Supplying any required bonding and/or insurance.
  - d. Not making any changes to the approved Proposed Work without prior permission.
  - e. Providing maintenance for the completed Proposed Work.
  - f. Making or having made any adjustments or changes to the completed Proposed Work due to maintenance or construction work of the Highway Authority.
  - g. Assuming liability for the Proposed Work during construction and after completion.
  - h. Removal of the completed Proposed Work if required in the future.
  - i. The costs involved by the above responsibilities and any other costs related to the Proposed Work.
  - j. Other items as specified in the Lake County, IL Code of Ordinances, as amended.

**SIGNATURE BLOCK**

_____
(Signature of Applicant)
_____
(Printed name of above signature)
_____
(Title)