

## Township Right-of-Way Permit Application

### Application Procedure

1. Apply for your Building and/or Site Development Permit at the Planning, Building and Development (PB&D) Department. You cannot submit your application to the highway commissioner without a building or site development application number.
2. PB&D counter staff will write the Building and/or Site Development Permit application number on the application. You will have to complete and sign the 'applicant' portion of your application before submitting it to the highway commissioner. The table below lists the contact information of each township highway commissioner. *You are responsible for submitting your application to the highway commissioner.*
3. After you submit the application, the highway commissioner will complete his or her portion of the application and fax it, copied onto highway commission letterhead, to the PB&D Department.

Please supply all the information requested on the application. If the application is incomplete, this may delay the processing of your permit.

### **TOWNSHIP HIGHWAY DEPARTMENTS**

<b>ANTIOCH</b>		<b>LIBERTYVILLE</b>	
<b>ERIC RING</b>	847 395-2070 Hwy. Dept. 933 Bartlett Avenue Antioch, IL 60002 <a href="mailto:antiochtownshipwy@sbcglobal.net">antiochtownshipwy@sbcglobal.net</a>	<b>MARTY NEAL</b>	847 362-3350 Hwy. Dept. 343 Merrill Court Libertyville, IL 60048 <a href="mailto:highwaydepartment@libertyvilletownship.us">highwaydepartment@libertyvilletownship.us</a>
<b>AVON</b>		<b>NEWPORT</b>	
<b>ROBERT KULA</b>	847 546-7480 Hwy. Dept. 389 W. Main Street Round Lake Park, IL 60073 <a href="mailto:bob@avonil.us">bob@avonil.us</a>	<b>RODGER EDMONDS</b>	847 812-9546 Hwy. Dept. 14905 W. Russell Road Russell, IL 60075 <a href="mailto:newporthighwaydept@gmail.com">newporthighwaydept@gmail.com</a>
<b>BENTON</b>		<b>SHIELDS</b>	
<b>LARRY BOOTH</b>	847 746-2100 Hwy. Dept. 40020 N. Green Bay Road Beach Park, IL 60099 <a href="mailto:lwbooth@bentontownship.com">lwbooth@bentontownship.com</a>	<b>HEATHER KERR</b>	847 234-0888 Hwy. Dept. 906 Muir Avenue Lake Bluff, IL 60044 <a href="mailto:hkerr@shieldstownship.com">hkerr@shieldstownship.com</a>
<b>CUBA</b>		<b>VERNON</b>	
<b>T.J PODGORSKI</b>	847 381-7793 Hwy. Dept. 28160 W. Cuba Road Barrington, IL 60010 <a href="mailto:rebecca@cubaroads.org">rebecca@cubaroads.org</a>	<b>TODD GEDVILLE</b>	847 634-4600 Hwy. Dept. 3050 N. Main Street Buffalo Grove, IL 60089-2727 <a href="mailto:Todd@vernontownship.com">Todd@vernontownship.com</a> ; <a href="mailto:Tracy@vernontownship.com">Tracy@vernontownship.com</a>
<b>ELA</b>		<b>WARREN</b>	
<b>MIKE DEPOUW</b>	847 438-2371 Hwy Dept. 23605 N. Echo Lake Road Lake Zurich, IL 60047 <a href="mailto:highway@elatownship.org">highway@elatownship.org</a>	<b>AMY SARVER</b>	847 244-1101 Hwy. Dept. 17801 W. Washington Street Gurnee, IL 60031 <a href="mailto:highway@warrentownship.net">highway@warrentownship.net</a>
<b>FREMONT</b>		<b>WAUCONDA</b>	
<b>ALICIA DODD</b>	847 223-2848 Hwy. Dept. 22376 W. Erhart Road Mundelein, IL 60060 <a href="mailto:highway@fremonttownship.com">highway@fremonttownship.com</a>	<b>SCOTT WEISBRUCH</b>	847 526-8085 Hwy. Dept. 505 Bonner Road Wauconda, IL 60084 <a href="mailto:highwaydepartment@waucondatownship.com">highwaydepartment@waucondatownship.com</a>
<b>GRANT</b>		<b>WAUKEGAN</b>	
<b>KIM KIESGEN</b>	847 546-7623 Hwy. Dept. 26535 Molitor Road Ingleside, IL 60041 <a href="mailto:road5467@msn.com">road5467@msn.com</a>	<b>ARTHUR CRAIGEN</b>	847 662-7208 Hwy. Dept. 36117 N. Green Place Waukegan, IL 60087 <a href="mailto:acraig@waukegantownship.com">acraig@waukegantownship.com</a>
<b>LAKE VILLA</b>		<b>WEST DEERFIELD</b>	
<b>JIM JORGENSEN</b>	847 356-5831 Hwy. Dept. 37822 N. Fairfield Road Lake Villa, IL 60046 <a href="mailto:highway@lakevillatownship.org">highway@lakevillatownship.org</a>	<b>BLECK ENGINEERING</b>	847 295-5200 Pat Bleck

# Township Right of Way Permit Application

Township: \_\_\_\_\_

Project # \_\_\_\_\_

Building Permit Appl. # \_\_\_\_\_ and/or Site Development Permit Appl. # \_\_\_\_\_

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## To Be Filled by the Applicant

- **Submit the completed applicant portion to the Township Highway Department. Contact information located on the back side of this form.**

### 1. Project Location

Property Address: \_\_\_\_\_

Property Index Number(s): \_\_\_\_\_

### 2. Applicant Information

Name: \_\_\_\_\_

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

Telephone # \_\_\_\_\_ Cell # \_\_\_\_\_ FAX # \_\_\_\_\_

### 3. Project Description

Existing Land Use: \_\_\_\_\_ Proposed Improvements: \_\_\_\_\_

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

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## To Be Filled by the Township Highway Department

- **Fax the completed application copied onto highway commissioner letterhead, to 847-984-5853 or email to [sitedevelopment@lakecountyl.gov](mailto:sitedevelopment@lakecountyl.gov).**

Approved: \_\_\_\_\_ (Plans Dated: \_\_\_\_\_ ) Not Approved: \_\_\_\_\_

Township Permit # \_\_\_\_\_ Bond Amount: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ Highway Commissioner: \_\_\_\_\_

### Final Inspection

Date of Final Inspection: \_\_\_\_\_ Highway Commissioner: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_