PATIO PROCEDURES AND REQUIREMENTS

1. Submit a completed application.

2. Submit a copy of your “Plat of Survey” showing the location of the patio.
   . Indicate the location of the patio
   . Indicate dimensions
   . Indicate the type of patio – concrete, pavers, etc.
   . Indicate the specifications of how the patio will be constructed
   . The survey must show all existing structures/projects on the property

3. Homeowners may install their own patio. However, if a contractor is used, the contractor must be licensed in the Village per Municipal Code, Chapter 38.

4. Bring a copy of your builder’s proposal showing details of construction.

5. Please allow approximately 5 days for the review process before the permit will be issued.

6. Your contractor must be licensed in the Village before your permit will be issued.

7. A FINAL INSPECTION IS REQUIRED FOR YOUR PATIO PERMIT. Other inspections, if required, will be noted. A patio permit is a 2 month permit and will expire at the end of that time. An approved final inspection must be obtained within the 2 month period.

CAUTION - THE FINISHED PATIO ELEVATION MUST BE ADJUSTED TO MAINTAIN PROPER STAIR REQUIREMENTS. ALL STAIR RISERS MUST BE EVEN IN HEIGHT.

1. Concrete Patios must have the topsoil removed and a minimum 4” of compacted granular fill for a base. The concrete is to be a minimum of 4” thick. Wire mesh is required. Paver Patios are to be installed per manufacturer’s specifications.

2. All windows within the patio area must be covered with a removable steel grate or other approved means. (R310.4)

3. All stair risers must be equal in height - not more than 7 3/4 inches.

4. HANDRAIL REQUIREMENTS - Stairs with 4 or more risers must have a handrail on at least one side. (3 steps = 4 risers) SEE DETAIL
5. Patios may not be installed in side yard setbacks or easements
   a. Maximum 3 ft wide paver walkways may be installed within the side yard
      setback and easement - natural swales must be maintained
   b. Maximum 3 ft wide concrete walkways may be installed within the side yard
      setback but is not allowed in any easement

6. All landscaping must be restored and project completed before calling for the final
   inspection.

**FINAL APPROVAL WILL NOT BE GIVEN IF THE STAIR RISERS ARE NOT EQUAL IN HEIGHT.**

**CAUTION:** Contact J.U.L.I.E. 48 hours before you dig. 800-892-0123

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<th>CONSTRUCTION HOURS</th>
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<td>MONDAY THROUGH SATURDAY – 7:30 AM TO 8:00 PM</td>
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Cash, checks payable to Village of Lake in the Hills and credit cards (Master Card, American
Express or Discover) are accepted.

**HOMEOWNER IS RESPONSIBLE FOR THIS PERMIT IN ITS ENTIRETY. HOMEOWNER TAKES FULL
RESPONSIBILITY FOR DAMAGES INCURRED DURING CONSTRUCTION. THIS INCLUDES DAMAGE TO
THE PUBLIC RIGHT-OF-WAY, INCLUDING STREETS, CURBS, SIDEWALKS, DRIVEWAYS AND TREES.**
Village of Lake in the Hills
Handrail and Riser Requirements

Handrail = 4 or more risers

All risers must be even in height.

Max. riser height is 7 3/4"

Min. tread is 10"

Min. 4" concrete with mesh

Min. 4" granular base

Not to scale