



Winfield Township Road District

New Construction & Use of Road Rights-of-Way

Project Review Regulations

Winfield Township Road District requires payment and/or reimbursement to the Road District for all engineering costs in connection with construction permits for work done on or in Township Road District Rights-of-Way or adjoining private property and on those rights-of-way which are intended to be dedicated to the Township Road District per Road District Ordinance Number RD 0-17-001.

Upon submission of plans for review, the applicant also deposits up to the amount of \$3000.00 either in cash or money order, cashiers or certified check, payable to the Winfield Township Road District. Such deposit shall establish an Engineering Escrow for the purpose of ensuring payment of all engineering costs to review the plan submitted.

Such deposit may be used, at the discretion of the Highway Commissioner, to pay such engineering costs, including but not limited to, plan review and construction observation, as may be incurred by the Road District in connection with the individual project. No part of the deposit will be returned to the permittee until the project is completed to the satisfaction of the Highway Commissioner and all engineering costs incurred are paid in full.

In the event engineering costs exceed the sum on deposit, the Highway Commissioner may require that the permittee replenish the amount on deposit to the full \$3000.00 or any lesser sum the Highway Commissioner may deem sufficient. In the event any permittee fails or refuses to replenish the deposit within three working days of such demand, the Highway Commissioner may suspend the permit and take such action as is necessary to halt the project until the permittee has complied.

Projects to be reviewed are to be submitted to the Road District office. Needed for this submittal are the following:

- Name of applicant and contact information
- Project location address and parcel number
- Two (2) topography plat of surveys and/or project plans
 - ✓ one hard copy
 - ✓ one electronic copy
- DuPage County Tracking Number
- Payment (cash, money order, cashier's check or certified check)
 - ✓ Residential \$750
 - ✓ Commercial \$1500
 - ✓ Use of Rights-of-Way Projects \$3000
 - ✓ Subdivision \$3000

It is anticipated the project to be reviewed by the Township's Engineer within two weeks (14 days) of receipt of project/fee submittal.

Upon engineering approval, applicant to post appropriate cash bond (distinct from for the project review fees). The Township entrance permit to be issued at the time cash bond is posted.