

Engineering Plan Submittal Requirements

Village of Wilmette

All plans (1 full size, 2 – 11x17 to scale) submitted for permit application review must be **properly bound** and include all pertinent information listed below. This Form must be completed and included with your plan submission. Please discuss these requirements with your designer before submitting plans to the Village of Wilmette.

Project Contact Information

Project Address _____ Contact Name _____

Contact Phone _____ e-mail _____

New Construction, Additions - Out

| Initials Sheet Description | Comments |
|---|----------|
| _____ 1 Full Size Plans (to scale) | _____ |
| _____ 2 Half Size Plans 11x17 (to scale) | _____ |
| _____ Cover Sheet | _____ |
| _____ Existing conditions/grades | _____ |
| _____ Proposed grading of property | _____ |
| _____ Proposed Site Plan (CD requirements) | _____ |
| _____ Stormwater Management Plan | _____ |
| _____ (silt fence, catch basin filter baskets, etc) | _____ |
| _____ Details and Notes | _____ |
| _____ Proposed Tree Removal* | _____ |
| _____ Tree Canopy Coverage Worksheet* | _____ |
| _____ Tree Protection | _____ |
| _____ Site Development Plan | _____ |

*Not Applicable for additions less than 50% of original footprint

Additions (Up)

| Initials Sheet Description | Comments |
|-----------------------------|----------|
| _____ Proposed Tree Removal | _____ |
| _____ Tree Protection | _____ |

Detached Garages

| Initials Sheet Description | Comments |
|------------------------------------|----------|
| _____ Existing conditions/grades | _____ |
| _____ Proposed grading of property | _____ |
| _____ Stormwater Management Plan | _____ |
| _____ Details and Notes | _____ |
| _____ Proposed Tree Removal | _____ |
| _____ Tree Protection | _____ |
| _____ Site Development Plan | _____ |