

City of Evanston – Building and Inspection Services Division

PARKING LOT RESURFACE CHECKLIST

For Existing Parking Lots Only

The following checklist should serve as a guideline only and may not represent all requirements based upon the scope of work. For additional information and to determine if a topographical survey will be required, please contact the Civil Engineer in the Capital Planning & Engineering Bureau at 847 448-4311.

Submittal Documents:

- Building Permit Application
- Copy of Plat of Survey reflecting current site conditions
- Dimensioned construction drawings indicating all driveway and parking stall dimensions, aisle dimensions, locations and dimensions of accessible parking spaces and signage and locations of all drainage structures (manholes, inlet basins, etc.)
- Copy of signed contract with construction cost

Contractor:

- City of Evanston Contractor Registration required.
 - The scope of work will determine the contractor(s) needing registration. For example, if any lighting is being replaced or altered, an electrical contractor will also need registration and an electrical worksheet submitted.

Fees:

- Based on construction cost
- Inspection: \$45

Inspections:

- Civil Inspection – Call 847 448-4311 to schedule a final inspection with the Capital Planning & Engineering Bureau – Civil Engineer after work completion.