This entire certification form must be completed and signed by the Property Owner and an Illinois licensed Architect or Structural Engineer when excavation work is located less than 5'-0" from the property line or public way.

Project Address: __________________________________________ Application #: __________________

1. NOTICE AND POSTING REQUIREMENTS:
At least 30 days prior to beginning the excavation work the Owner of the property where the work is to be done shall notify the owners of adjacent properties of the anticipated starting date and three-dimensional measurement of the excavation work. The notice shall be in writing, and shall be delivered by certified mail, return receipt requested, or by personal delivery to the person entitled to receive the notice, accompanied by a receipt for delivery. The receipt and a copy of the notice shall be available for inspection at the excavation site.

This form, signed and sealed by the Architect or Structural Engineer, must be available at the project site. Seventy-two hours prior to excavation, Department of Buildings shall be notified at the 312-743-3600.

2. EXCAVATOR, INSURANCE AND OWNER:
The Excavator must have an appropriate license from the City of Chicago Department of Buildings and maintain a comprehensive liability insurance policy of $1,000,000 per occurrence. Provide a copy of the certificate of insurance.

Excavator Name: __________________________________________ License #: __________________

I, the owner, hereby attest that the foregoing information in paragraph two is true and correct to the best of my knowledge and belief.

Property Owner’s Signature: ___________________________ Date: __________

Printed Name: ____________________________________________

Address: __________________________________________________ State: ______ Zip: ______ Phone: __________

3. DESIGN PROFESSIONAL CERTIFICATION:
In the opinion of an Illinois license Architect or Structural Engineer, does this project require any reinforcement or bracing of the adjacent property? (If yes, the rules require an Architect or Structural Engineer to be responsible for designing such earth retention systems and obtaining any necessary permit.)

☐ Yes, this project requires reinforcement or bracing of the adjacent property

☐ No, this project does not require reinforcement or bracing of the adjacent property

I, the Illinois licensed Architect or Structural Engineer, hereby attest that the foregoing information in paragraph three is true and correct to the best of my knowledge and belief.

Architect’s or Structural Engineer’s Signature: __________________________

Printed Name: __________________________________________ Date: __________

Address: __________________________________________________ State: ______ Zip: ______ Phone: __________