

Village of Wadsworth
14155 West Wadsworth Road
Wadsworth, Illinois 60083

Telephone 847.336.7771
Fax 847.336.7786

Village of Wadsworth, Illinois
The Village of Country Living

**Building Permit Package for a New
Single Family Residence**



info@villageofwadsworth.org

SPECIAL NOTICE

Prior to submitting plans to the Village of Wadsworth Building Department

If you are building within a subdivision that has a homeowner's association, there may be rules and regulations that apply under the association's covenants that may vary with the Village's own rules and regulations. The Village of Wadsworth is only responsible for ensuring that *our* rules and regulations are met prior to the issuance of a building permit. We are not responsible for the enforcement of the rules and regulations set forth under the association's covenants, as they may vary.

Building Permit Application Package – Single Family Residence

At a minimum, the following documentation must be submitted to the Village of Wadsworth Building Department. The Village will contact you when the permit is ready for issuance. Please note that incomplete or inaccurate application materials will significantly delay the permitting process.

- (1) **Building Plans** – Four (4) sets (1 for the Village’s permanent file, 1 for the Village Engineer, 1 for the Township Assessor and 1 that will be returned to the building permit applicant). One (1) must be stamped with the Lake County Health Department’s ISD Number. Include the following minimum requirements:
 - Drawn to quarter-inch (1/4”) minimum scale;
 - Provide construction detail for the proposed single-family dwelling structure;
 - Show electrical installations per NFPA 70: National Electrical Code (NEC) requirements.

- (2) **Plat-of-Survey** - One (1) full-sized. Include the following minimum requirements:
 - Prepared by an Illinois registered land surveyor;
 - Surveyor’s seal must be affixed and signed;
 - Plat must include the property’s legal description;
 - Show all buildings, pavements, septic location, fences, etc.;
 - Show all setback distances and property lines;
 - Show all easements and deed restricted area(s).

- (3) **Lake County Health Department** – Applicants shall contact the Lake County Health Department’s Libertyville Office at 847.377.8020 in order to be advised of the requirements and procedures related to the establishment of private well and septic systems. For your convenience, a Lake County Health Department Individual Sewage Disposal Procedure Guide along with a Well Water Application is enclosed within this informational packet.

- (4) **Lake County Stormwater Management Commission** – A completed “Watershed Development Permit Application” form from the Lake County Stormwater Management Commission must be submitted. For your convenience, this application form is included within this informational packet.

- (5) **Site Plans** - Four (4) sets of site development plans with engineer’s or architect’s raised seal on all sets (if a wet seal is used, then it must be accompanied by a signature). Include the following minimum requirements:
 - Drawn to scale;
 - Show the location and size of the proposed dwelling;
 - Show the location of the well on the property;
 - Dimension the footprint of the dwelling.

- (6) Complete the enclosed *Building Permit Information Sheet*. List the names, addresses and telephone numbers of all contractors that you will use.
- Any contractor performing work upon Village owned property/right of way shall submit a certificate of insurance that contains both general liability and workman's compensation coverages that specifically names the Village of Wadsworth as an additional insured. An indemnification agreement/waiver may also be required.
 - Roofers, plumbers well drillers and any other contractor that is exclusively licensed by the State of Illinois are required to submit a copy of their State License with the Village;
 - Per the Illinois Plumbing Code, licensed plumbing contractors are required.
- (6) When trusses are used, a certified truss design and truss layout from the manufacturer needs to be at the project site at the time of each inspection.
- (7) All required forms and documents need to be submitted with the Village of Wadsworth Building Department as one complete package; no piecemeal applications will be accepted. At the time of the permit application submittal, a fee in the amount of \$275.00 (checks made payable to the *Village of Wadsworth*) will be required. All other applicable fees associated with your project will be due prior to the issuance of the building permit.
- (8) The Village has adopted the following building codes by reference:
- 2006 International Building Code (For Non-Residential Structures)
 - 2006 International Residential Code for One and Two Family Dwellings
 - 2006 International Mechanical Code
 - 2009 International Fire Code
 - 2005 Edition of NFPA 70: National Electrical Code
 - 2004 Illinois Plumbing Code
- Amendments were also adopted for all of the above listed codes except for the 2004 Illinois Plumbing Code. Copies of said amendments are available on the Village's website, <http://www.villageofwadsworth.org>. At the homepage, click on the Village Code tab; the codes and amendments are located in Section 8-1 of our Code. Copies of the amendments are also available at Wadsworth Village Hall, upon request.
- (9) School impact fees apply to all new home construction projects in the Village. In some subdivisions, a library impact fee and park fee also apply. Please contact the Village for more information regarding your specific project site.

**VILLAGE OF WADSWORTH
BUILDING AND ZONING DEPARTMENT
INFORMATION SHEET**

Permit Number	PIN Number	Subdivision Name	Lot Number	Date

Total Cost of Project: \$	Township: Benton / Newport / Warren	LCHD Permit #:
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Project Description:

Please List:	Name	Address	City, State, Zip	Phone Number	State License
Property Owner					
General Contractor					
<i>Sub Contractor(s)</i>					
Carpentry					
Concrete					
Drywall					
Excavating					
Electrical					
Elevator					
Garage Doors					
Glazing Windows					
Gutters,Sofits,Facia					
Heating					
Insulation					
Landscaping					
Masonry					
Plumbing					
Painters					
Roofing					
Septic					
Siding					
Sign					
Steel					
Well					



LakeCounty
 Health Department
 and Community Health Center
 www.lakecountyil.gov/Health/PHS.htm

Population Health Services
 500 W. Winchester Road, Suite 102
 Libertyville, IL 60048
 ph: 847.377.8020 / fax: 847.984.5622

ONSITE WASTEWATER TREATMENT SYSTEM PLAN APPLICATION

PERMIT (A/P) # _____

DATE RECEIVED: _____

- New OWTS
- Alteration-Replacement OWTS
- Replacement OWTS
- Repair to OWTS

- Alteration-Repair to OWTS
- Conceptual OWTS
- Atypical Flow/Non-Soil Based OWTS
- Pre-Treatment Component Elimination

PROPERTY INFORMATION

P.I.N. _____

Street Address _____

SYSTEM DESIGNER

Name _____

Address _____

Phone _____ License # _____

PROPERTY OWNER

Name _____

Address _____

Phone _____ Email _____

Release Permit To _____

Applicant Signature _____ Date _____

The applicant's signature serves as written acknowledgement that the property owners are aware of and accept the responsibility to service and maintain the private sewage disposal system in accordance with the Illinois Private Sewage Disposal Licensing Act.

Lake County Central Permit Facility
500 Winchester Road
Libertyville, IL 60048
Phone 847.377.8020
Fax 847.984.5622

On-Site Wastewater Treatment System (OWTS) Procedure Guide

If you have purchased, or are planning to purchase, a property requiring an **On-Site Wastewater Treatment System (OWTS)**, you must secure an approved plan for the wastewater disposal system from the Health Department. You may elect to secure this approval prior to purchasing the lot. The following information may assist you:

1. A soil evaluation is required. The evaluation, conducted by a Lake County Licensed Soil Classifier, will determine the type and size of the system area for the Lake County Licensed OWTS designer.
2. Many projects are likely to require the involvement of several Lake County agencies during the review process. In order to streamline the submittal process, a Lake County Project Manager (PM) will be assigned to your project and will guide you through the process. Your PM will serve as a single point of contact to answer any questions, coordinate the project approval process, resolve issues that affect the project flow, and keep project approval on established time lines.
Prior to the submittal of your project, you can request an early assistance meeting by contacting a PM at 847-377-2600. Early Assistance meetings are provided at no charge, and the meeting will be coordinated by a PM to ensure all involved Lake County departments are present to address your proposed project. The meeting will identify project requirements and design issues before the project begins. The meeting may offer guidance on the best use of a complicated site. Minutes from the meeting will be provided for your use in design, layout and/or calculations that may be required for your proposal.
3. A Lake County Licensed OWTS Designer will use the soil evaluation and early assistance information (if applicable) to design the on-site wastewater treatment system. A list of licensed OWTS designers is available at our office or on our website. Requirements for submittal include an application, appropriate fees, a current Plat of Survey, septic plans, house plans and a copy of the soil evaluation results. Specific submittal information is available from your Project Manager.
4. Plans, new or resubmitted, will be reviewed within 10 working days, and processed plans are released to the applicant unless prior permission from the applicant is granted for release to another party.
5. The entire wastewater treatment area and the expansion area should be fenced to provide protection from damage prior to the start of construction on the site. **Adequate fencing must be in place prior to the Construction Permit review.**
6. Appropriate fees are due when the proposed project/OWTS plans are submitted. Please reference the Lake County Health Department's Environmental Health Fees Schedule for a current list of fees.
7. Any change or addition to approved plans must be reapproved by the Health Department and possibly by other county departments, as applicable. Failure to resubmit plan changes may result in the revocation of permits and, in most cases, will cause all work to stop until a corrected plan has been reviewed and approved.



Lake County

Health Department
and Community Health Center
www.lakecountyil.gov/Health/PHS.htm

APPLICATION FOR WATER WELL CONSTRUCTION

Population Health Services
500 W. Winchester Road, Suite 102
Libertyville, IL 60048
ph: 847.377.8020 / fax: 847.984.5622

For Office Use Only

A/P # _____
State ID # _____
Approved by _____
Date _____

PERMIT FEES: REQUIRED PER ARTICLE XIII. () CONSTRUCTION () SEALING () DEEPENING

Complete this application and return it to this Department with the appropriate fee. The application must be approved prior to any work being conducted on the well. Permit approval is based on all information provided. Any changes in the well location or other information provided without approval by this office may result in permit revocation.

1. Well Owner- Current Mailing Address

2. Contractor Lic.# _____

Name _____

Name _____

Address _____

Address _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Telephone _____

Telephone _____

3. Location - County LAKE City _____

Street _____ Township _____

Section _____ Township _____ (N) Range _____ (E)

Quarter of the _____ Quarter of the _____ Quarter

PERMANENT INDEX NO. (P.I.N.)

4. Water Well Information

a. Type of Well	
Drilled	_____
Driven	_____
Dug	_____
Other	_____

b. The proposed well will supply water for a:	
_____	1. Private water system (Serves an owner occupied residence)
_____	2. Semi-private water system (Serves less than 25 persons)
_____	3. Non-community water supply (Serves 25 or more non-residents)
_____	4. Non-potable water well (specify):

c. Diameter _____ Ft./In. Anticipated Depth _____ Ft. Proposed Aquifer _____

d. Is there another well on the property? [] YES [] NO If YES, the well will be: [] Used [] Sealed

e. Is the well to be sealed located in a pit? [] YES [] NO

f. If yes to "e," the pit will be eliminated by: [] Contractor [] Owner [] Retained

g. Reason(s) for request to retain pit: _____

h. Is public water available? [] YES [X] NO If yes, distance to the public supply _____ Ft.

5. Complete this section if the well is to serve a semi-private or non-community supply.

# People Served	_____	Pump Cap gpm	_____	Type of Storage Tank	_____
Gallons of Storage	_____	Cut-in/Cut-out	_____	Type of Facility	_____

Date

Owner/Water Well Contractor

Along with this application you must provide a drawing of the property in accordance with Article XV.

WATERSHED DEVELOPMENT PERMIT APPLICATION

Revised 10/2012

<i>Office Use</i>	1. COMMUNITY AND STATUS <input type="checkbox"/> Standard <input type="checkbox"/> Conditional <input type="checkbox"/> Certified <input type="checkbox"/> Non-Certified <input type="checkbox"/> Isolated Wetlands <input type="checkbox"/> Conditional <input type="checkbox"/> Certified <input type="checkbox"/> Non-Certified	2. Map Number <i>(office use only)</i>	3. STORMWATER APP. PERMIT # _____	4. COMMUNITY APP. NO. <i>(to be assigned by Community)</i> _____
5. NAME & ADDRESS OF PROPERTY OWNER Daytime Phone: _____ Fax: _____ Email: _____		6. NAME & ADDRESS OF ENGINEER/AGENT Daytime Phone: _____ Fax: _____ Email: _____		7. NAME & ADDRESS OF CERT. WETLAND SPECIALIST Daytime Phone: _____ Fax: _____ Email: _____

8A. CHECK THE ONE CONDITION THAT APPLIES: <input type="checkbox"/> Exempt, Watershed Development Permit Not Required (IV.A.2) <input type="checkbox"/> Minor Development (IV.A., IV.B.) <input type="checkbox"/> Major Development Outside the Floodplain (IV.A., IV.B., IV.D., IV.G.) <input type="checkbox"/> Major Development Inside the Floodplain (IV.A., IV.B., IV.C., IV.D., IV.G.) <input type="checkbox"/> Public Road Development (IV.A., IV.F.) <input type="checkbox"/> Public Development in the Floodplain (Appendix E.J.2.) <input type="checkbox"/> Existing Conditions BFE Only (no development) <input type="checkbox"/> Soil Erosion and Sediment Control Review Only	8B. CHECK ALL CONDITIONS THAT APPLY: <input type="checkbox"/> Isolated Wetland Impact (IV.E.) <input type="checkbox"/> Request Letter of No Wetland Impact (LONI) (IV.E.) <input type="checkbox"/> Development in a Floodway (IV.C.3.) <input type="checkbox"/> Floodplain Map Revision or Amendment (IV.C.2.g.; IV.C.3.d.(8)) <input type="checkbox"/> Watercourse w/Drainage Area >20 Acres and <100 Acres (IV.A., IV.D.) <input type="checkbox"/> Watercourse w/Drainage Area >100 Acres and <640 Acres (IV.A., IV.D.) <input type="checkbox"/> Earth Change Approval (ECA) (IV.A.4.b.) <input type="checkbox"/> Variance Request (V.) <input type="checkbox"/> BFE or Floodway Determination (IV.C.) <input type="checkbox"/> Designated Erosion Control Inspector (DECI Required) <input type="checkbox"/> Pre-application Meeting Held _____ <input type="checkbox"/> Hydrologically Disturbs 5000 sq. ft. or More
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9A. STORMWATER DATA SUMMARY <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align:center;">=</th> <th style="text-align:center;">Unit</th> </tr> </thead> <tbody> <tr><td>Total Property Ownership</td><td style="text-align:center;">=</td><td style="text-align:center;">Acres</td></tr> <tr><td>Hydrologic Disturbance</td><td style="text-align:center;">=</td><td style="text-align:center;">Acres</td></tr> <tr><td>Watershed Area Tributary to Development</td><td style="text-align:center;">=</td><td style="text-align:center;">Acres</td></tr> <tr><td>Proposed Impervious Area</td><td style="text-align:center;">=</td><td style="text-align:center;">Acres</td></tr> <tr><td>Existing Impervious Area Pre-1992</td><td style="text-align:center;">=</td><td style="text-align:center;">Acres</td></tr> <tr><td>Existing Impervious Area Post-1992</td><td style="text-align:center;">=</td><td style="text-align:center;">Acres</td></tr> <tr><td>Detention Volume Required</td><td style="text-align:center;">=</td><td style="text-align:center;">Acre-ft.</td></tr> <tr><td>Compensatory Storage Required</td><td style="text-align:center;">=</td><td style="text-align:center;">Acre-ft.</td></tr> <tr><td> Depressional</td><td style="text-align:center;">=</td><td style="text-align:center;">Acre-ft.</td></tr> <tr><td> Riverine 0- to 10-Year</td><td style="text-align:center;">=</td><td style="text-align:center;">Acre-ft.</td></tr> <tr><td> Riverine 10- to 100-Year</td><td style="text-align:center;">=</td><td style="text-align:center;">Acre-ft.</td></tr> </tbody> </table>		=	Unit	Total Property Ownership	=	Acres	Hydrologic Disturbance	=	Acres	Watershed Area Tributary to Development	=	Acres	Proposed Impervious Area	=	Acres	Existing Impervious Area Pre-1992	=	Acres	Existing Impervious Area Post-1992	=	Acres	Detention Volume Required	=	Acre-ft.	Compensatory Storage Required	=	Acre-ft.	Depressional	=	Acre-ft.	Riverine 0- to 10-Year	=	Acre-ft.	Riverine 10- to 100-Year	=	Acre-ft.	9B. WETLAND DATA SUMMARY <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr><td>Existing Wetland Acreage</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> Waters of the U.S.</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> Isolated Waters of Lake County</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td>Impacted Wetland Acreage</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> Waters of the U.S.</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> Isolated Waters of Lake County</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td>Mitigation Replacement Ratio</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td>Mitigation Acreage Required</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> Waters of the U.S.</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> Isolated Waters of Lake County</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> On-Site</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> Off-Site</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> Mitigation Bank</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> <tr><td> SMC Wetland Restoration Fund</td><td style="text-align:center;">=</td><td style="text-align:center;">=</td></tr> </tbody> </table>	Existing Wetland Acreage	=	=	Waters of the U.S.	=	=	Isolated Waters of Lake County	=	=	Impacted Wetland Acreage	=	=	Waters of the U.S.	=	=	Isolated Waters of Lake County	=	=	Mitigation Replacement Ratio	=	=	Mitigation Acreage Required	=	=	Waters of the U.S.	=	=	Isolated Waters of Lake County	=	=	On-Site	=	=	Off-Site	=	=	Mitigation Bank	=	=	SMC Wetland Restoration Fund	=	=
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9C. Check box if State (IL) funds are being used for this development. 9D. Check box if this is a project being funded in part/in whole by an SMC grant?

10A. DESCRIPTION OF DEVELOPMENT	
10B. NAME OF DEVELOPMENT	10C. SINGLE FAMILY HOME ONLY
	Estimated future home value: _____
10D. LOCATION OF DEVELOPMENT	11. LEGAL DESCRIPTION
Street Address _____	¼ Section Section Township Range
Municipality _____	PIN _____
	(If more than three PIN exists for the project, please include on a separate attachment)
Watershed _____ Sub-Watershed _____	Latitude _____ Longitude _____

12. LIST ALL LOCAL, STATE, AND FEDERAL PERMIT APPLICATION, OR APPROVAL LETTERS REQUIRED FOR DEVELOPMENT				
Permit Type	Issuing Agency	Permit Number	Application Filing Date	Permit Issue Date

13A. UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I declare that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief. I agree to construct said development in compliance with the permitted documents. I realize that the information that I have affirmed hereon forms a basis for the issuance of the Watershed Development Permit(s) herein applied for and approval of plans in connection therewith shall not be construed to permit any construction upon said premises or use thereof in violation of any provision of any applicable ordinance or to excuse the owner or his successors in title from complying therewith.

Signature of Property Owner, or Authorized Agent _____	Date _____
13B. I CERTIFY that the plans/documents submitted for the above-referenced development have been prepared under the supervision of a professional engineer or certified wetland specialist as appropriate.	
Signature of Professional Engineer _____ P.E.# _____ Date _____	Signature of Certified Wetland Specialist _____ CWS# _____ Date _____
Print Name of Engineer _____	Print Name Of Certified Wetland Specialist _____

FOR OFFICE USE ONLY

14. PERMIT REVIEW FEES (separate checks)

Stormwater Review Amount: \$ _____

Isolated Wetland Review Amount: \$ _____

15. VARIANCE REQUEST

Date Requested: _____

Date Advertised: _____

Date Approved/Denied: _____

16. SECURITIES (if required) AMOUNT

Pre Construction \$ _____

Inspection Deposit \$ _____

5 Year Mitigation \$ _____

Surety \$ _____

Wetland Credit held by _____

TOTAL SECURITY \$ _____

17. FINAL APPROVAL FOR PLANS ENTITLED AND DATED:

Date of Signature _____

Approved By/Title _____

P.E.# / CWS# _____

Community Professional Engineer _____

Certified Wetland Specialist _____

Lake Co. Stormwater Management Commission _____

Enforcement Officer _____

This permit is subject to the following conditions:

- (a) This permit does not convey title to the permittee or recognize title of the permittee to any submerged or other lands, and furthermore, does not convey, lease or provide any right or rights of occupancy or use of the public or private property on which the project or any part thereof will be located, or otherwise grant to the permittee any right or interest in or to the property, whether the property is owned or possessed by the County of Lake or by any private or public party or parties.
- (b) This permit does not release the permittee from liability for damage to persons or property resulting from the work covered by this permit, and does not authorize any injury to private property or invasion of private rights.
- (c) This permit does not relieve the permittee of the responsibility to obtain other federal, state or local authorizations required for the construction of the permitted activity; and if the permittee is required by law to obtain approval from any federal or state agency to do the work, this permit is not effective until those approvals are obtained.
- (d) The permittee shall, at his own expense, remove all temporary piling, cofferdams, false work, and material incidental to the construction of the project, from the floodprone area, river, stream or lake in which the work is done.
- (e) The execution and details of the work authorized shall be subject to the approval of the SMC. SMC representatives shall have right to access to accomplish this purpose.
- (f) Application for permit will be considered full acceptance by the permittee of the terms and conditions of the permit.
- (g) The SMC, in issuing this permit has relied, upon the statements and representations made by the permittee; if any statement or representation made by the permittee is found to be false, the permit may be revoked at the option of the SMC; and when a permit is revoked all rights of the permittee under the permit are voided.
- (h) If the project authorized by this permit is located in or along Lake Michigan or a meandered lake, the permittee and successors shall make no claim whatsoever to any interest in any accretions caused by the project.
- (i) In issuing this permit, the SMC does not approve the adequacy of the design or structural strength or the structure or improvement.
- (j) Noncompliance with the conditions of this permit will be considered grounds for revocation.
- (k) If the work permitted is not completed within three years of the permit issuance date, this permit shall be void.

This permit is subject to further special conditions as follows:

PROVIDE PRIOR NOTIFICATION OF THE PRE-CONSTRUCTION MEETING TO SMC (847) 377-7700 INSPECTOR FIVE WORKING DAYS BEFORE START OF CONSTRUCTION TO ENABLE SMC ATTENDANCE.

PROVIDE AS-BUILT PLANS OF THE STORMWATER MANAGEMENT SYSTEM TO SMC PRIOR TO FINAL SEEDING.

