

NEW SINGLE FAMILY RESIDENCE

- A permit application must be completed and brought in with five (5) sets of architectural drawings sealed and signed by a licensed Illinois Architect or Structural Engineer, clearly indicating elevations, plans, sections and details, and plumbing, mechanical and electrical materials necessary for construction. Elevations shall include finishes, including colors.
- Five (5) current topographic survey/plats of the property indicating street(s), sidewalks, driveways, existing structures, grades as per USGS datum, elevation of adjacent buildings, foundation height, and indicating proposed new building, grading and drainage as per Engineering requirements (see permit survey requirements).
- All new residential buildings of 1,000 square feet or greater require a fire sprinkler system. Fire sprinkler plans, cut sheets and calculations will need to be included in your submittals. (R403.2.1)
- Find approved building materials in Article 3.11-4(B).
- Concrete public and service sidewalks are required on all property. One tree is required in the parkway for each 50' of frontage, or fraction thereof.
- Permit application form must include a permanent index number and name, address and phone number of owner. General Contractor and all applicable subcontractors must be licensed and bonded per attached. You must also show cost of construction (excluding cost of lot). (R105.3)
- Show gross square footage of first floor living areas, second floor living areas and basement on plans, as well as area of lot and footprint of structure. Include lot coverage calculations (building footprint divided by lot area).
- **NOTE: A SPOT SURVEY will be required after foundation work is completed. (SEE SPOT FOUNDATION REQUIREMENTS). (R105.12)**
- **NOTE: A FINAL AS-BUILT SURVEY will be required to obtain a CERTIFICATE OF OCCUPANCY. (SEE FINAL AS-BUILT REQUIREMENTS). (R106.2.1)**
- Call **JULIE**, Joint Utility Locating Information for Excavators, at 811, for utility line location information. JULIE is a free service, or 1-800-892-0123.
- Be advised that the above-mentioned are guidelines. Each permit is treated individually and certain other requirements may apply. Once the above-mentioned information is submitted, the correct determination can be made.
- **Any exceptions to the above may require a variation.**