



At the Heart of Community

Basement

Residential Remodeling



Rules & Restrictions

*All work must comply with the 2012 International Residential Code, the 2011 National Electric Code, the 2018 Illinois Energy Conservation Code, and the current Village of Lake Zurich Building Ordinances.

*GFCI's (Ground Fault Circuit Interrupter) must be provided if within 6' of water. Outlets in unfinished areas shall be GFCI protected.

*Provide electrical receptacles and closet lights per code.

*Minimum ceiling height 7'. Older homes contact Building Department for allowance.

*If installing backflow preventors, include the Cross-Connection Control Device Inspector's name, address, telephone number, and a copy of their current C.C.C.D.I license.

*Basement bedroom restrictions: requires emergency egress windows (IRC Regulation) and Smoke and CO detectors.

*Call J.U.L.I.E. (800-892-0123) before digging.

Note:

*If an inspector needs to return more than once for the same phase of any required inspection, a \$85.00 re-inspection fee will be required to be paid before the re-inspection takes place.

Occupancy

*A Certificate of Occupancy is required and will be mailed to the homeowner upon successful completion of all necessary inspections.

Materials

*Electrical wiring shall be run in conduit only.
** "Romex" is not permitted**

What to Submit

*Completed application.

*2 copies of plans, drawn to scale, noting what is existing and what is proposed. Must include entire basement floor, including crawl space.

*Provide location and panel schedule of the electric service panel and the availability of additional circuits, with no more than ten openings per circuit.

*Note sprinkler heads (if applicable)

*Note the location of smoke detectors. Smoke detectors shall be battery backup type.

*Note the means of ingress and egress to the outside by means of a door or window. (Minimum 20"W x 24"H).

*Provide framing details; i.e. type, size, spacing, ceiling height, etc.

*Note the wall finish, floor covering, built-in bars, cabinets, etc.

*Indicate the installation of firestopping per the Building Code.

*Submit BTU ratings of the furnace, hot water heater and clothes dryer if appliances are to be enclosed in a room.

*Any changes to plumbing require a plumbing line drawing. Include a complete list of existing plumbing fixtures in the building. Include existing water service and water meter size.

Costs

Plan Review and Permit Fees are determined by the square footage of the job. A fee schedule is available on our website under the municipal code.

\$105.00 Building Deposit -refunded in accordance with Municipal Code Title 8, Chapters 2-6, Sections A-E. Allow 4-6 weeks for refund after final inspection has taken place.

*If final inspection is not scheduled and approved prior to expiration date on permit, the building deposit will be forfeited to the Village.

Inspections

*Inspections are scheduled for A.M. or P.M. Monday through Friday with 48 hours advance notice. Call before 1:00 P.M. two days before you want your inspection. Same day re-inspections are not available.

*Rough plumbing inspection.

*Rough building inspection. The framing, electric, and HVAC are all completed in ONE inspection.

*Above ceiling inspection.

*Insulation inspection.

*Final inspection.

I have read and reviewed these requirements.

Signature of Applicant

Date



Community Development Department

505 Telser Road
Lake Zurich, IL 60047
P: (847) 540-1696 F: (847) 726-2182
www.LakeZurich.org
Permits@LakeZurich.org

Permit Application

Date of Application _____

Project Information

Property Address: _____

Type of Project: _____ Business Name: _____

Owner's Name/Address: _____ (If different from above) _____
(For commercial/industrial applications only)

Owner's Phone: _____

Value of proposed construction/improvements: \$ _____ Owner's Email: _____

Description of Work

Contractor Information

Contractors are required to be registered with the Village of Lake Zurich. Please refer to the Contractor Registration Application.

General Contractor: _____ Phone: _____

Address: _____ E-mail: _____

Other Contractor: _____ Type: _____ Phone: _____

Address: _____ E-mail: _____

Other Contractor: _____ Type: _____ Phone: _____

Address: _____ E-mail: _____

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Printed Applicant Name: _____ Phone: _____

Applicant Signature: _____ Owner or Contractor

Property Owner Signature: _____ (Please Select One)

Application must be signed by the property owner. A signed letter of authorization/contract from the property owner must be submitted with the application in lieu of signature on application.

Director of Building and Zoning Signature: _____ Date: _____