



At the Heart Of Community

Locations

Single family homes shall maintain a 30 foot rear, front, and corner side yard setback, and 10 foot side yard setback. Some subdivisions allow less setbacks – check with zoning if unsure of the setbacks in your subdivision.

Additions shall not be located within an easement.

The existing grade and drainage of the property may not be changed from the original plan as approved plan unless a change is submitted and approved by the Village's engineer.

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

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.

Additionally, building deposits, right-of-way and/or street opening deposits may be required.

Allow 4-6 weeks for refund after final inspection has taken place and passed inspection.



Rules & Restrictions

All work shall include all items required by the 2018 Building Codes, including, but not limited to, the items listed on the attached checklist.

Plans will not be reviewed unless all information is included.

Work within the public Right-of-Way is subject to the specific approval of the Village Engineer and/or public works department.

Existing field tiles encountered during design or construction shall be immediately reported to the Village's engineer for re-direction or other necessary action.

All utility lines shall be augured under street pavement unless specific approval is obtained from the Village Engineer to open cut the street pavement.

Verify that all of your contractors are currently registered with Lake Zurich. If not, refer your contractors to our website or our office for instructions on registration.

Note:

*If an inspector needs to return more than once for the same phase of any required inspection, a \$100.00 residential re-inspection fee will be required to be paid before the re-inspection takes place.

Additions

What to Submit

Completed application.

2 hard copies plus electronic copy of building plans and accurate plat of survey. The plat of survey shall include the location of the addition and note proposed setbacks. An impervious area table shall be provided to verify lot coverage compliance (see sample attached).

Copy of contract or detailed scope of work and construction materials.

Inspections

Inspections are scheduled for A.M. or P.M. Monday through Friday with 2 business days advance notice. Same day re-inspections are not available. Please refer to plan reviews for required inspections. Addition inspections vary depending on the scope of work.

Does this residence currently have a fire sprinkler suppression system? Circle yes, no, or unsure.

Signature _____ Date: _____

This checklist for room additions is **only a summary** of the code requirements based on the 2018 Building Codes.



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Overall existing and proposed floor plan.

Windows – details of all changes – see window handout. Indicate all bedroom locations. Provide light and ventilation schedule.

Smoke detector and carbon monoxide detector details must be provided.

Indicate location of outlets, gfi outlets, switches, and similar electrical components.

Stairs – 7 3/4" maximum riser and 10" minimum tread. 3 risers require a handrail - must be graspable.

Guardrail is required when rise is 30 inches or more above grade or floor level.

Landing is required outside of entrance/s to house.

Indicate total number of plumbing fixtures; provide plumbing fixture schedule and riser diagram.

Indicate size of water line to house.

Provide insulation detail - existing/proposed.

Provide electrical panel detail and electrical layout.

Provide mechanical plan including new equipment details and manufacturer's specifications, and combustion air calculations.

Exterior – indicate if structure exterior walls and roof will match existing structure with color and material, or any changes proposed.

Provide a door schedule/door details at various areas including door to attached garage, door to mechanical room, and any glass doors.

Provide glass/glazing details at all hazardous locations.

Provide roof truss plans (engineering signed and sealed).

Provide header and beam details, lumber grades, live and dead load details.

Provide wall section detail – foundation through roof including identifying materials. Ice and water shield or equivalent is required at all roof edges and valleys.

Provide footing/foundation plan details including insulation.

Provide firestopping detail.

Provide fireplace details if applicable, including manufacturer's specifications.

Provide attic and crawlspace ventilation details, and access details.

Engineering/drainage:

Provide sump pump discharge details including location of discharge and method of discharge.

Indicate location of all existing utilities on plan, and any proposed changes.

Provide detail of any proposed retaining wall.

Provide drainage arrows on plan to indicate the direction of water flow. Indicate any proposed changes.

Provide erosion control plan including any silt fencing, and stockpile areas.

Indicate if property is adjacent to lake, pond, or other waterway, or within a floodplain.

Provide top of foundation and any foundation steps elevation.

Indicate finished grade at top of foundation 0.5 feet below top of foundation.

Addition and construction may not impact drainage of surrounding properties.

Unless specifically authorized, work may not encroach into an easement



At the Heart Of Community

COMMUNITY SERVICES DEPARTMENT
Building and Zoning Division

SOS Telser Road
Lake Zurich, Illinois 600H

(847) H0-1696
Fax (847) 726-2182
LakeZurich.org

LOT COVERAGE CALCULATION

ADDRESS: _____ DATE: _____

Lot Area	sa.ft.	
Allowed Lot Coverage (by Zoning District*)	sa. ft	
House and Attached Garage	SQ.ft.	
Driveway	SQ.ft.	
Front Service Walk	sa. ft	
Front Porch / Stoop	sa.ft	
Patio	SQ. ft	
Deck	SQ.ft.	
Shed	SQ.ft.	
Pool/Pool Deck /Equipment Pad	sq.ft	
Detached Garage	SQ.ft	
Other	SQ. ft	
EXISTING LOT COVERAGE	sa. ft	%
New Improvement	SQ. ft.	
TOTAL LOT COVERAGE (existing + new)	SQ.ft	%

Notes

- * Allowed Lot Coverage percentage by Zoning District:
 - Residential: R-1/2 = 75%, R-3 = 70%, R-4 & R-5 & R-6 = 60%
 - Business: (Retail Use) B-1 = 40%, B-3 = 30%, (Office Use) B-1 = 45%, B-3 = 35%, (Combined Retail & Office Use) B-1 = 40%, B-3 = 30%, (All Other Use) B-1 = 40%, B-3 = 35%,
- Do not include improvements outside the lot lines: public walk, driveway approach, etc.
- Do not include landscaped beds, swing sets, sand boxes, etc.
- Include under "Other": firepit, gazebo, stoop by garage door, etc.
- Include the measurements used for the calculations.
- Do not include both feet and inches in a calculation. Use the same units for all measurements. Convert any inches in a measurement to decimal feet. Example: 3 feet 9 inches = 3.75 feet.

Area Formulas

- Allowed Lot Coverage sq. ft.: $\text{Lot Area sq. ft.} \times \text{Allowed Lot Coverage \%}$
(Example: $8,750 \text{ s.f.} \times 0.35 = 3,062.5 \text{ s.f.}$)
- Lot Coverage Percent (%): $\frac{\text{Lot Coverage sq. ft.}}{\text{Lot Area sq. ft.}}$
 $= \frac{3,062.5}{8,750} = 35\%$
- Rectangle/ Square: $L \times W$
- Circle: $\pi \times r^2$ $3.14 \times \text{radius} \times \text{radius}$
- Oval: $\pi \times r_1 \times r_2$ $3.14 \times \text{radius } 1 \times \text{radius } 2$
- Triangle: $\frac{1}{2} \times b \times h$ $\frac{1}{2} \times \text{base} \times \text{height}$

"-J

