

**Village of
Barrington Hills
BUILDING & ZONING**

Memo

To: Trustee Konicek Hannigan
From: Robert Kosin
cc: Board of Trustees, Village President
Date: June 23, 2017
Re: Building Permits Temporary Structure

The Building and Zoning Enforcement Officer has the authority to issue permits for temporary structures which by the language is specifically limited to tents. However, from time to time residents have by the advent of improvements in material constructed temporary shelter for plants and even swimming pools. These structures do not have, by the direction of the manufacture the ability to survive the winter season and often limited in use. Nonetheless they are larger than nominal but not as large as permanent structures.

A review of the temporary permitting authority has proposed an amendment to the Village Code to provide for temporary structure not so limited to tents.

UPDATE August 25, 2017

After the discussion of the proposed amendment of the permitting authority of the Building Officer from tents to temporary structures including above ground swimming pools, the existing requirements are brought forward as requested and presented in draft form for the permitting of temporary structures.

Such requirements are created by the authority of the Building Officer and amended from time to time to fulfill the purpose of the ordinance.

**ORDINANCE AMENDING THE DUTIES AND AUTHORITY OF THE VILLAGE
BUILDING AND ZONING ENFORCEMENT OFFICER
AS SET FORTH IN TITLE 1, CHAPTER 6 OF THE VILLAGE CODE**

WHEREAS, the Village of Barrington Hills (hereinafter the “Village”) is a duly organized and existing Illinois home rule municipality pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*; and

WHEREAS, the Village of Barrington Hills is authorized and empowered, under the Municipal Code and the Code of Ordinances of the Village of Barrington Hills, to set forth the powers and duties of its village officers and employees, and

WHEREAS, pursuant to such power, the Village has set forth the powers and duties of its Building and Zoning Enforcement Officer in Section 1-6-9 of the Village Code; and

WHEREAS, among the powers and duties set forth in said section is the authority of the Building and Zoning Enforcement Officer to permit tents as temporary structures; and

WHEREAS, staff has reviewed the authority relative to temporary structures and has determined that the authority to permit structures should be expanded beyond tents, and that the powers and duties set forth in Section 1-6-9 relative to the Building and Zoning Enforcement Officer should be amended as follows:

- (D) Duties: The Building and Zoning Enforcement Officer shall have the duty to enforce all titles of the Village Code pertaining to buildings, zoning, and health and sanitation, and in addition thereto and in furtherance of said enforcement, he shall: (Ord. 92-8, 4-27-92)

...

6. Issue permits regulating the erection and use of temporary structures, including but not limited to tents and above-ground pools, and make and maintain records thereof.

WHEREAS, the Village President and Board of Trustees have reviewed the amendments as set forth, and based on the recommendations of staff, deem it prudent and necessary to adopt the revised amendment to the powers and duties of the Building and Zoning Enforcement Officer.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Barrington Hills, Cook, Kane, Lake and McHenry Counties, Illinois, as a home rule municipality, the following:

SECTION ONE: That the forgoing recitals are hereby incorporated by reference as if fully set forth herein.

SECTION TWO: That Title 1, Chapter 6 Building and Zoning Enforcement Officer be and hereby is amended as follows:

- (D) Duties: The Building and Zoning Enforcement Officer shall have the duty to enforce all titles of the Village Code pertaining to buildings, zoning, and health and sanitation, and in addition thereto and in furtherance of said enforcement, he shall: (Ord. 92-8, 4-27-92)

...

6. Issue permits regulating the erection and use of temporary structures, including but not limited to tents and above-ground pools, and make and maintain records thereof.

SECTION THREE: That all other ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance, are, to the extent of such conflict, expressly repealed.

SECTION FOUR: That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Ayes: Nays: Absent:

PASSED AND APPROVED by the President and Board of Trustees of the Village of Barrington Hills, Illinois, this 28th day of August, 2017.

APPROVED:

ATTEST:

Village President

Village Clerk

TEMPORARY STRUCTURE OR BUILDING

The following guidelines should be used to determine if a permit is required in a situation when a structure or building is to be placed on the lot but not permanently. Please contact the Building Department directly at 847-551-3003 if there are any questions.

Temporary Building or Structure: A structure of an overall size of 100 square feet without foundation whether concrete footing or posts having a floor other than concrete or gravel or may include under certain conditions Canopies, Tents and Swimming Pools.

Canopies: A structure, enclosure, or shelter constructed of fabric or pliable materials, without sidewalls or drops on seventy-five percent (75%) or more of the perimeter.

Tents: A structure, enclosure, or shelter constructed of fabric or pliable materials, supported in any manner.

Swimming Pools: A fabric or flexible sided container of not greater than 300 square feet in surface area with a height of 52 inches to hold water without benefit of permanent utilities.

Permits are required when:

1. Canopy exceeds seven hundred (700) square feet
 2. Tent exceeds four hundred (400) square feet
- Exception: Tents used exclusively for recreational camping purposes
3. Temporary building or swimming pools is on the lot for longer than thirty days
- Exception Swimming pools may not be installed before May 1st or remain in use after October 1st.

Documents required for permit application:

1. Construction documents: Provide detailed site and floor plans or illustration.
 - a. Floor plan shall indicate details of means of egress (exits), seating capacity, and arrangement of seating
 - b. Location and type of any utility equipment.
 - c. Certification of fabrics non-flammable NFPA 701 or CPAI 84 / ULC S109
2. Site drawing:
 - a. Temporary Buildings or structures shall not be located within fifty feet (50') of the lot lines.
 - b. Tents shall not be closer than twenty feet (20') to buildings, other tents, parked vehicles, or internal combustion engines.
 - c. Statement of duration of installation, e.g. copy of vendor's contract.

When a permit is issued, where utilities are provided within the enclosure, an inspection shall be required for the following conditions:

- a. Proximity of combustible materials
- b. Proximity of open flames and cooking
- c. Portable fire extinguishers or water supplies
- d. LP gas storage and handling
- e. Other fire and life safety provisions