

# APPLICATION FOR BUILDING PERMIT

No. \_\_\_\_\_

**VILLAGE OF BARRINGTON HILLS: COOK, KANE, LAKE AND MCHENRY COUNTIES, ILLINOIS**

Application is hereby made on (Date) \_\_\_\_\_ to permit building on a property as herein described.

**Real Estate Index Number(s)** \_\_\_\_\_

Property Address \_\_\_\_\_ Mailing Address \_\_\_\_\_

This permit is to be issued for the purpose of \_\_\_\_\_

Foundation:  Basement ( full or  partial)  Crawl Space  Slab on Grade  Other \_\_\_\_\_

Construction:  Frame  Masonry  Pole  Other \_\_\_\_\_ Stories \_\_\_\_\_ Height \_\_\_\_\_

Length \_\_\_\_\_ Width \_\_\_\_\_ Rooms (not including halls, baths, closets) \_\_\_\_\_  Attic

Number of plumbing fixtures: Tubs and/or Showers \_\_\_\_\_ Toilets \_\_\_\_\_ Lavatories \_\_\_\_\_ Sinks \_\_\_\_\_ Laundry Tubs \_\_\_\_\_

Bidets \_\_\_\_\_ Floor Drains \_\_\_\_\_ HWH \_\_\_\_\_ Sumps \_\_\_\_\_ HVAC System:  Hot Air  Hot Water  Other \_\_\_\_\_

<b>Setbacks:</b>	Front _____	Side _____	Side _____	Rear _____	Floodplain
Proposed	_____	_____	_____	_____	_____
Required	_____	_____	_____	_____	_____

The items are more fully set forth in the plans submitted with this application. The estimate of cost of building includes material and labor contemplated for all construction work necessary for completion and receipt of a Certificate of Compliance and Occupancy.

**TOTAL COST \$** \_\_\_\_\_

Owner \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

General \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Excavator \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Cement Mason \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Brick Mason \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Carpenter \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Plumber \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Plumber's License No. \_\_\_\_\_ State \_\_\_\_\_ County \_\_\_\_\_

Electrician \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

HVAC Contractor \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Insulator \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Drywall \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Roofer \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Well Driller \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Well Driller's State License No. \_\_\_\_\_

Septic Installer \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Septic Installer's State License No. \_\_\_\_\_

Architect \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

No error or omission in either plans or application, whether said plans or application has been approved by the Building Officer or not, shall permit or relieve the applicant from building in any other manner than that provided for in the ordinances of this Village. The applicant, having read this application and fully understanding the intent thereof, declares that with the owner's consent the statements made are true to the best of his knowledge and belief.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY**

**FEE REVIEW**

**(A) Plan Review and Inspection**

- 1. Single Family Residence  
*except Plumbing* \_\_\_\_\_
- 2. Single Family Residence  
**Add'n/Alt'n** *except Plumbing* \_\_\_\_\_
- 3. Accessory Building \_\_\_\_\_
- 4. Accessory Uses \_\_\_\_\_
- 5. Plumbing/Septic System \_\_\_\_\_
- 6. Additional Inspections  
or Plan Revisions \_\_\_\_\_

**(B) Percolation Test** \_\_\_\_\_

**(C) Zoning Certificate** \_\_\_\_\_

**(D) Certificate of Occupancy** \_\_\_\_\_

**Building Permit Fee** \_\_\_\_\_

**Overweight Permit Fee** \_\_\_\_\_

**Filing Fee Paid (Receipt No. \_\_\_\_\_) ( \_\_\_\_\_ )**

**TOTAL DUE** \_\_\_\_\_

No permit shall be issued unless the application and supporting documentation is in compliance with the provisions of the Building Code and all other provisions of the Village Code and unless the applicable fee has been paid. See Fee Schedule and other information on the back of this form.

**APPROVAL**

Application Approved by \_\_\_\_\_ Building Officer

Date of Approval \_\_\_\_\_

Building Department Phone Number 847-551-3003

# DOCUMENTATION REQUIREMENTS FOR BUILDING PERMITS \* -

- ❑ 1. **Application For Building Permit:** Complete all relevant portions of this form. This must include the “Real Estate Index Number”, the “Total Cost” of construction, and the “Signature” of the owner or owner’s agent. All contractor names, addresses, telephone numbers and license numbers (where shown) are required before building permit issuance.
- ❑ 2. **Plat of Survey:** Provide three recent complete plats of survey with original signature and seal of an Illinois licensed land surveyor. The plat must show the legal description, the interior angles or property line bearings, and the property corners staked.
- ❑ 3. **Site Plan:** Provide two copies of the site plan showing the location of all existing and proposed structures with distances shown from all existing lot lines. For Site Development Permit: See Building Dept. handouts.
- ❑ 4. **Architectural Plans:** Provide three sets of plans of the proposed construction, signed and sealed by an Illinois licensed architect. At minimum, plans and specifications must contain sufficient information to complete the Plan Review Record in conformance with the Building Code. Upon final plan approval, please provide a digital copy of plans if available.
- ❑ 5. **Septic System Plans:** Provide three design plans and two Results Of Percolation Tests. All documents must be signed and sealed by an Illinois licensed professional engineer.
- ❑ 6. **Supporting Documents:** The use of floor or roof trusses, retaining walls, three story buildings, or extraordinary designs will require plans and/or calculations by the appropriate design professional. Also, other relevant data may be required that would assist in the plan review.
- ❑ 7. **Application Filing Fee:** (Non-refundable)
 

(A) Single Family Residence	\$500
(B) All Other Applications	\$100
- ❑ 8. **Overweight Permit:** Village staff will complete this form.

## SPOT SURVEY REQUIREMENT -

The Village of Barrington Hills’ Building Code requires that “**the applicant shall furnish a survey,**” prepared by a registered Illinois land surveyor, showing the location of the foundation “**after the foundation for a new building or any addition...has been completed. In the event that such (survey) is not filed within fifteen (15) days after said foundation is completed, all further work shall cease until said (survey) is filed**” (4-1-2,E). Since the exact date each foundation is completed is unknown, the spotted survey is required prior to any backfill operation. If no backfill inspection is required, such as crawl space, slab on grade, pole building or swimming pool, the spotted survey is required no later than fifteen (15) days after the footing inspection, and before any further work is commenced. Nothing short of full compliance will suffice.

## FEE SCHEDULE -

(A) Plan Review and Inspection

- 1. Single Family Residence - except plumbing
  - \$1,250 for 2,499 square feet or less
  - \$0.55 per sq. ft. for 2,500 to 4,999 square feet
  - \$0.70 per sq. ft. for 5,000 to 7,499 square feet
  - \$0.85 per sq. ft. for 7,500 square feet or more
- 2. Single -Family Residence - Additions, enlargements and remodeling - except plumbing
  - \$200 for 449 square feet or less
  - \$0.30 per sq. ft. for 450-999 square feet
  - \$0.45 per sq. ft. for 1,000 - 1,499 square feet
  - \$0.55 per sq. ft. for 1,500 or more
- 3. Accessory Building, including non-residential buildings and their additions, enlargements and remodeling - except plmng.
  - \$100 for 249 square feet or less
  - \$200 for 250 to 749 square feet
  - \$300 for 750 square feet or more
- 4. Accessory Uses, including swimming pools - \$300
- 5. Plumbing, including septic system installation or repair - \$250
- 6. \$25.00 or the actual cost, whichever is greater, for each additional inspection or plan revision required as a result of any inaccuracy or incompleteness in any application. Said \$25 fee shall be in addition to all other fees required pursuant hereto.

(B) Each applicant shall be required to pay a fee of \$100 whenever a representative of the Village is required to witness a phase of a percolation test. Such fee shall be non-refundable; however, in the event any applicant reschedules or cancels a witness, the fee for which has already been paid, the applicant shall be entitled to apply the fee for such rescheduled or cancelled witness to another such test at the same location provided that such test occurs within one month from the original scheduled or cancelled date.

(C) Zoning Certificates as required by Section 5-10-2 of the Village Code shall require a charge of fifty dollars (\$50.00) plus the entire review expense of the Village Engineer as incurred to fulfill the duties required of the Zoning Enforcement Officer to issue said Certificate.

(D) Certificate of Compliance and Occupancy - \$100

(E) In the event the Building Permit is subsequently withdrawn, and a refund is requested within six (6) months of the payment of the fees required pursuant to subparagraphs A(1) through A(5) the Village shall refund such paid fees to the applicant less an amount equal to four percent (4%) of such fees paid for each week which has elapsed between the receipt of said permit and the Village’s receipt of the applicant’s written request for said refund. The amount retained by the Village and not refunded to applicant shall be to compensate the Village for administrative costs incurred by the Village in processing the permit application and in no event shall the amount retained by the Village be less than \$50. No applicant shall be entitled to a refund of any such fees in the event the request for such a refund is received by the Village more than six (6) months after the receipt of the building permit.

**\* For more specific information please refer to Building Department Handouts, and the Building Ordinance. -**