

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: Available at OxcartPermits.com

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

\$1,400 for 2,499 square feet or less

\$0.60 per sq. ft. for 2,500 to 4,999 square feet

\$0.75 per sq. ft. for 5,000 to 7,499 square feet

\$0.90 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

\$0.45 per sq. ft. for 450 - 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 plmg.

\$200 for 249 square feet or less

\$300 for 250 to 749 square feet

\$0.40 per sq.ft. for 750 square feet or more

4.

Accessory Uses such as, but not limited to, tennis or sport courts, generators, and the like - \$200

5.

Swimming pools and/or spas - \$550

6.

Plumbing, including septic system installation or repair - \$250

7.

\$100.00 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 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 one hundred dollars (\$100.00) 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)

Each submittal of architectural, engineering or other required drawings shall be accompanied by a digitized copy. In the event a digitized copy is not received with each submittal, a fee of fifty dollars (\$50.00) may be applied for each submittal. A fee is applied to each architectural set of drawings.

BHDOC 7/19

***The information contained in this application is for reference only
and is superseded by the Village Code.**