



RESIDENTIAL CONSTRUCTION NEW OR REMODELING AS APPLICABLE

BUILDING DEPARTMENT BASIC PERMIT APPLICATION-REQUIREMENTS

REQUIREMENTS:

1. A completed permit application.
2. A fully dimensioned plat of survey showing new building location and all currently existing buildings, sheds, walkways, fences etc. and the proposed location of work if expanding the footprint of your house.
3. A comprehensive set of scaled drawings showing the following:
 - Location of new foundation and all new walls, ceilings or roof in relation to the existing structure.
 - Location of utilities – electric, gas, water etc.
 - Location of plumbing fixtures.
 - Electrical layout including placement of receptacles, switches, lighting fixtures and smoke detectors.
 - Size and description of construction materials.
 - Cut-a-way wall and roof with materials specifications section to scale.
 - Contractors will need proof of current licensing and verifiable documentation of all Illinois State requirements for contractor disclosure compliance.

NOTE:

Permits are required for all construction projects (new or existing) for which any and all additions, alterations or upgrades are done.

Individual subdivision covenants may have special requirements.

INSPECTIONS WHERE APPLICABLE: (Basic)

Site plan stake-out - before dig	Re-roof - after tear off (where applicable)
Footing - before pour	Re-roof over existing - before starting (recommend
Before materials delivered)	Drywall (before taping)
Concrete slabs or flatwork - before pour	Rough Framing - before mechanicals
Foundation Walls - before backfill	Rough Electrical
Back Fill	Rough Mechanical
All underground installations	Rough Plumbing
Framing	Insulation - before covering
Ceiling - before covering	Siding - after tear-off (where applicable)
Roof - roof deck before covering	

FINAL INSPECTIONS FOR:

Electrical	Mechanical	Siding
Plumbing	Roofing	Stairs – Railing (interior & exterior)
New or replacement windows	New or replacement exterior Doors	

PERMIT FEES:

Plan Review Fee – To be determined – see Building Department fee schedule

Basic fee for new home construction – see Building Department fee schedule

CONTACT J.U.L.I.E.
48 Hours Before You Dig!
1-800-892-0123
Excluding Saturday, Sundays and Holidays

**If you have any questions please contact
The East Dundee Building Department at (847) 426-2822**



BUILDING DEPARTMENT
120 BARRINGTON AVENUE
EAST DUNDEE, IL. 60118
PHONE: 847-426-2822
FAX: 847-426-2956

REQUIRED INSPECTIONS (RESIDENTIAL)

To all Contractors and Residents:

Requests for inspection must be made to the **Building Department, 847-426-2822**, at least **24 hours prior to inspection**. **No inspection requests** will be taken in the field. Provide permit number or address when scheduling inspection:

If the work is not ready at inspection, reinspection will not be made for 24 hours, and you must call the above number to be on the inspection schedule. A minimum reinspection fee of **\$40.00** may be charged.

Air Conditioner & related electrical	FINAL
Attic venting (with roof or other)	FINAL
Brick walks or drives	Base inspection & FINAL
Cupolas (functioning)	As required by Building Department
Deck (patio, porch, balcony)	Pre-pour postholes, framing and FINAL
Demolition	Pre-start, FINAL
Drain Tile & Damproofing	Before backfill
Driveways (concrete or blacktop)	Pre-pour, and FINAL
Electrical service upgrade	FINAL
Electric (rough)	Before covering and FINAL
Fence	Pre-install site with corners staked, FINAL
Fireplace/wood burning stove	Framing and FINAL
Footing inspection	Pre-pour
Foundation wall	Pre-pour and stripped wall
Garage slab	Pre-pour footing, underground electric and FINAL
Gas piping	FINAL
Heating (air conditioning/Furnace and/or flue)	Rough-in and FINAL
Insulation	Before drywall
Masonry	Pre-install and FINAL
Plumbing (rough)	Before drywall and FINAL
Roof or re-roof	Uncovered roof deck and FINAL
Roof windows and sun tubes	Rough-in and FINAL
Sewer replacement or repair	Underground, before backfill
Shed	Pre-site and FINAL
Slab/service walk	Pre-pour and FINAL
Structural/framing	Before mechanicals or insulation/covering
Swimming pool	Pre-install layout, U.G. electrical, pre-pour and FINAL
U.G. sewer, water electric	FINAL before covering
Windows if changing size	After installation and flashing/waterproofing before exterior or interior or interior trim, FINAL upon total completion

***Final before any occupancy**

FINAL INSPECTIONS ARE THE MOST IMPORTANT INSPECTIONS – PLEASE CALL!