



RESIDENTIAL WHOLE HOUSE RENOVATIONS

I CERTIFY THAT I HAVE READ AND RECEIVED A COPY OF THESE REGULATIONS AND WILL COMPLY WITH THESE REQUIREMENTS AND ALL OTHER APPLICABLE BUILDING CODES AND VILLAGE AMENDMENTS. I ACKNOWLEDGE THAT COPIES OF APPROVED PLANS AND PLAN REVIEW COMMENTS WILL BE PROVIDED TO ALL CONTRACTORS OR OTHER RELEVANT PARTIES.

SIGNATURE

DATE

ALWAYS REFER TO THE COVENANTS, CODES AND RESTRICTIONS FOR YOUR SUBDIVISION BEFORE APPLYING FOR A BUILDING PERMIT.

Permit Requirements

1. Provide a detailed list by *each floor level* including the basement. Include basement bedroom and bathroom details if applicable.
2. List all new and relocated electric or plumbing fixtures in **BOLD** (i.e. wiring, proper drain/vents).
3. In **BOLD** letters state at the beginning of your list whether new walls or structural work will be conducted, or list new or removed walls.
4. Detailed plans must be provided if the renovation includes any new room configurations (i.e. bathroom, kitchen, etc.), particularly if it includes running new conduit or vents/drains.

Inspection Requirements

1. Call for rough plumbing inspection when all of the rough work has been completed but prior to closing walls or installing the shower stall.
2. An insulation inspection is not required unless the walls are opened as described above.
3. Call for final inspections when all work has been completed.

Inspection Scheduling

The permit number is required in order to schedule an inspection. All inspections must be called (847) 515-5252 or faxed (847) 515-5241 by **12:00 PM (noon)** a minimum of **24 hours** in advance. Do not leave an inspection request on the inspectors' voice mail.