
The following items are necessary to process your application. If anything is missing, your application will be considered incomplete and will not be processed.

- Date of Application
- Name, phone number, and email address of property owner
- Project address
- Comprehensive description of project
- Cost of project
- Letter of intent with the proper signature, stamp, or notarization pursuant to Illinois Plumbing Licensing Law
- Drawing(s) or shop drawing(s) of the proposed project

Guideline for Kitchen Remodeling Project

Purpose: Building codes establish the minimum health and safety requirements for habitable spaces. The applicable building code requirements for kitchen remodeling work are summarized in this guideline and must be indicated on the plans submitted for the building permit and included in the work. Please refer to the full text of the code sections (in parentheses) to ensure that the proposed design is complete and accurate. In addition, you may contact the Community Development Department for questions and staff assistance.

1. Kitchen hood exhaust equipment shall discharge to the outdoors through a duct with a smooth interior surface and backdraft damper - Per (2021 IRC M1503.3)
2. Ducts serving domestic cooking exhaust equipment shall be constructed of galvanized steel, stainless steel or copper. – Per (2021 IRC M1503.4)
3. An exhaust system capable of exhausting in excess of 400 cubic feet per minute shall be mechanically or passively provided with makeup air at a rate approximately equal to the exhaust air rate - Per (2021 IRC M1503.6)
4. In combustible construction, fire blocking shall be provided to cut off both vertical and horizontal concealed draft openings and to form an effective fire barrier between stories, and between a top story and the roof space. - Per (2021 R302.11)
5. When wall covering (*gypsum*) is removed during construction, interconnected smoke detection and carbon monoxide installation shall be located and installed as required for new dwellings - Per (2021 IRC R314, R314.2.2, R314.4, and R314.6 Exception #2.)
6. Tandem Breakers are not acceptable - Per Village Amendment (Section 502 T) – *“No tandem circuit breakers are permitted, including duplex, slimline, twin, half height, half-inch, double and wafer breakers.”*
7. Tamperproof GFCI protection shall be installed for all receptacles that serve countertop surfaces. - Per (2017 NEC 210.8 (A) (6))

8. Arc-fault circuit-interrupter protection shall be provided for Kitchen outlets - Per (2017 NEC

210.12(A))

9. Receptacles installed in a kitchen to serve countertop surfaces shall be supplied by not fewer than two small-appliance branch circuits - Per (2017 NEC 210.52(B)(3))
10. GFCI protection shall be provided for outlets that supply dishwashers installed in dwelling unit locations. - Per (2017 NEC 210.8(D))
11. For permanently connected appliances rated over 300 volt-amperes a disconnecting means shall be required - Per (2017 NEC 422.30(B))