



BUILDING DEPARTMENT
350 Victory Drive, Park Forest, IL 60466
708-503-7703

BUILDING PERMIT INFORMATION

Residential Damage Restoration

How to submit for a building permit:

- **Building Permit Application.** Available at the Building Department or on-line.
- **Proposal.** If a contractor is doing the work, a copy of the signed and dated proposal is required. All contractors must be registered with the Village of Park Forest before the permit will be issued.
- **For fires/extensive damage restoration:** A copy of the insurance report. Contact the Fire Department to verify if a sprinkler system will be required. (Contact Deputy Chief Bordewyk at 708-481-4549)
- **Fees.** The building permit fee is based on the cost of the job (materials and labor).

<u>Valuation of Work</u>	<u>Fee</u>
Less than \$250	No fee, but permit is required
\$250 to \$1500	\$60.00
\$1501 to \$2000	\$100.00
\$2001 and over	\$100.00 plus \$10 per \$1,000 on valuations over \$2001

Plumbing and Electrical Inspection Fees (when required)

Residential:	Plumbing Inspection/Review Fee	\$150
	Electrical Inspection/Review Fee	\$150

Depending on the scope of work, the following may be required:

- **Elevation Drawing.** This is a view of the addition from the front, back, and sides.
- **Section Drawing.** This is a view of the addition as if it were cut in half, showing the foundation, grade, construction lumber, siding, and roofing. It includes all materials and elements used (i.e. rebar, anchor bolts, sheathing, felt underlay, etc.).
- **Specification Sheets.** This is a Village of Park Forest three-page form listing the construction specifications.
- **Layout.** A floor plan of the addition and existing structure. It is an overhead view showing all rooms, windows, doors, fixtures, appliances, and hallways. Any first floor alteration must be included.

Inspections required:

- Pre-smoke spray (if fire related)
- Rough Framing/Fire Stopping
- Insulation
- Drywall
- Final
- A 24-hour notice is required for inspections: footing, foundation wall/slab, backfill, rough framing/firestopping, electric, plumbing, insulation/drywall, final, etc. Call 708-503-7703 to schedule inspections



- **Code compliance – general requirements:**
 - One emergency means of egress window to be installed in each sleeping room. This applies wherever the intended use of the space is for sleeping purposes in any capacity – bedroom, guestroom, related living.
 - First floor windows: 5.0 sf net clear opening
 - Second floor windows: 5.7 sf net clear opening
 - Minimum 22” clear height and 20” clear width
 - Maximum sill height 44”
 - Minimum number of electrical outlets must be installed
 - Upgrading of the electric to 100-amp service is required
 - Hardwired Battery Back-Up Smoke Detection
 - One in each sleeping room
 - One in the common hallway nearest the sleeping rooms
 - One on each floor/level of the home
 - Carbon monoxide detector required within 15 feet of any sleeping room
 - Grounding of the electric to the water line is prohibited
 - Type “M” copper prohibited
 - All exhaust vent/fans to exit to the exterior
 - Bathrooms
 - Range hoods (to be galvanized steel)
 - Dryer vent (concealed duct to be rigid metal)
 - Firestopping required: fireseal and/or firebatt (intumescent type)
 - Every opening where pipe, wire, venting, ductwork, etc. goes through
 - Every hole or opening that goes through one area to another
 - Insulation
 - Ceiling R30
 - Walls R13
 - Floor drain to be installed in vicinity of water heater
 - Ventless fireplaces are prohibited
 - GFCI outlets required within six feet of every water source plus in basement and garage
- **Codes.** The Village of Park Forest has adopted the following codes
 - 2018 ICC International Building Code (First Printing 2017)
 - 2018 ICC International Existing Building Code (First Printing 2017)
 - 2018 ICC International Energy Conservation Code (First Printing 2017)
 - 2015 ICC International Green Code (Second Printing 2014)
 - 2018 ICC International Mechanical Code (First Printing 2017)
 - 2018 ICC International Fuel Gas (First Printing 2017)
 - 2018 ICC International Residential Code for One and Two-Family Dwellings (First Printing 2017)
 - 2018 ICC International Property Maintenance Code (Second Printing 2018)
 - 2014 National Electric Code (53rd Edition and all supplements)
 - 2014 Illinois State Plumbing Code
 - 1997 Illinois Accessibility Code (April 24, 1997)
 - Amendments to the code can be found on the Village’s website: www.villageofparkforest.com
- **Architectural stamped plans will be required**