

Village of Stillman Valley
120 No. Walnut Street
Stillman Valley, IL 61084
Phone: (815) 645-2200
Fax: (815) 645-8552

Office use only
Permit No. _____

~ Residential ~

Application is hereby made for a building permit involving premises described under item 7 below.

IN FLOODPLAIN Yes _____ No _____

1. Date of Application _____
2. Applicant _____
3. Address _____ City _____
4. Telephone Number _____
5. Applicant's Interest in Property _____
6. Owner of Record _____
7. Location of Property _____
8. Existing Uses of Property _____

9. Type of Improvement **Proposed Use**

- | | | |
|---|--------------------------------|--|
| 1. _____ New Building | Residential | Non-Residential |
| 2. _____ Addition | 12. ___ One Family | 18. ___ Amusement, recreational |
| 3. _____ Alteration | 13. ___ 2 or more family | 19. ___ Church, other religious |
| 4. _____ Repair, replacement | 14. ___ Transient hotel, motel | 20. ___ Industrial |
| 5. _____ Wrecking | 15. ___ Garage | 21. ___ Parking garage |
| 6. _____ Moving (relocation) | 16. ___ Carport | 22. ___ Service Station, Repair Garage |
| 7. _____ Foundation only | 17. ___ Other – Specify _____ | 23. ___ Hospital, institutional |
| OWNERSHIP | _____ | 24. ___ Office, bank, professional |
| 8. _____ Private (individual, corporation, nonprofit Institution, etc.) | _____ | 25. ___ Public Utility |
| 9. _____ Public (Federal, State or Local Government) | _____ | 26. ___ School, library, other educational |
| | | 27. ___ Stores, mercantile |
| | | 28. ___ Tanks, Towers |

10. Estimated value of proposed improvement _____

11. Give total numbers of square feet in overall area of each floor and basement including breezeways, garages, porches, etc.

Basement _____ sq. ft. Garage _____ sq. ft.
1st Floor _____ sq. ft. Other _____ sq. ft.
2nd Floor _____ sq. ft.

OFFICE USE ONLY

\$35.00): _____

TOTAL FEE AMOUNT (min.

12. Please furnish names, addresses and telephone numbers of the following if applicable:

GENERAL CONTRACTOR

PLUMBING CONTRACTOR

License No.: _____

ELECTRICAL CONTRACTOR

HEATING CONTRACTOR

CONCRETE CONTRACTOR

The applicant's signature below indicates the information contained in this application and on any accompanying documents is true and correct to the best of their knowledge.

In consideration of this application and attached forms being made a part thereof, and the issuance of permit, I will conform to the regulations set forth in the Village of Stillman Valley Ordinances. I also agree that all work performed under said permit will be in accordance with the plans and plot diagram which accompany this application, except for changes as may be authorized by the Building Inspector and that inspections will be conducted in accordance with the inspection procedure sheet.

Received By

Date

Signature of Owner or Agent

**VILLAGE OF STILLMAN VALLEY
CHECKLIST FOR PLAN REVIEW
NEW CONSTRUCTION – ONE & TWO FAMILY DWELLING
ADDITION – ONE & TWO FAMILY DWELLING
REMODELING – ONE & TWO FAMILY DWELLING
ALTERATIONS – ONE & TWO FAMILY DWELLING**

This checklist shall not be used to list required information. The requested information shall be placed on the plans or required schedule of materials.

Plans, schedules, completed application forms, soil test reports and fees shall be submitted prior to permit issuance.

Plans and schedules shall be submitted in duplicate.

NOTICE!

The payment of such additional fees, review and / or approval of plans is not meant to imply that all errors and omissions are noted herein, not does it relieve the applicant from answering to and complying with, all requirements and regulations of the Village of Stillman Valley.

Applicant must submit a copy of Roofer & Plumbers License and an Electrician's registration.

The following is a request for information to be used for plan approval prior to the issuance of a building permit. The information requested is a partial list and should not be used as a reference for specific details.

Contact the Village Clerk to pay sewer and water connection and water meter fees.

Call J.U.L.I.E. 48 hours prior to digging: 1-800-892-0123

**Two (2) complete sets of plans shall be submitted for review and
Two (2) site plans including the following:**

- **Site Plan with grading plan (existing and proposed)**
- **Plat of Survey with proposed construction location to scale with dimensions**
- **Footing and Foundation**
- **First Floor**
- **Second Floor**
- **Floor framing**
- **Roof framing**
- **Plumbing line drawings with isometric drawings**
- **Electric system plans and electric panel schedule**
- **Mechanical plans**
- **Quarter and half sections, indicating details not shown on plans**
- **Floor and roof truss specifications**

- Front, rear and side elevations
- Provide light & vent calculations for house & basement

Additional information may be requested prior to issuance of a building permit.

THE FOLLOWING INFORMATION SHALL BE INCLUDED ON PLANS

Grading plan showing proposed grades, site drainage patterns, etc. Also show existing and proposed grade elevations or contour lines along and within 10' of lot lines.

SPECIFIC DETAILS REQUIRED FOR PLAN REVIEW

- Footing sizes
- Footing depth below grade details
- Footing for columns (size, placement)
- Basement foundation (size)
- Footing drains & sump
- Foundation damp-proofing
- Girder beam
- Column for beams (size & type)
- Sill size and bolt spacing
- Exits and landings
- All framing size, species, grade, spacing
- Floor & decking (size & type)
- Floor joists (size, species, grade, spacing)
- Floor truss (submit engineered shop drawings)
- Exterior and interior bearing & non-bearing walls (size, type, species, grade, spacing)
- Inside wall covering (type)
- Outside sheeting and wall covering (size & type)
- Wall bracing
- Draft stopping
- Fire stopping

STAIRWAYS:*

- _____ Riser – Max. 7¾” min width 36” clear width
- _____ Tread min. 10” clear of tread above
- _____ Clearance for headroom – min. 6’8”
- _____ Handrails & Guardrails (height & spacing)
- _____ Under stair protection

*The building inspector has the discretion to modify these provision up to a maximum riser og 8” min width 36” clear width and tread minimum 9” clear of tread above if required by the plans Submitted.

INSULATION R-VALUES OF:

- _____ Ceilings
- _____ Walls
- _____ Foundation wall above grade
- _____ Floors over unheated area
- _____ Slabs

WINDOWS:

- _____ Windows must be at least 8% of floor area and at least 4: ventilation area
- _____ Min. 1 egress window in every sleeping room with min. net clear opening of 5.7 sq. ft. with A min. net clear opening height of 24” and min. net clear width of 20”
- _____ Windows must be safety glazed when installed in hazardous locations

ROOF:

- _____ Truss (manufacturer, number, size, spacing, engineers specification)
- _____ Rafters (size, species, grade, spacing)
- _____ Shingles (weight, type)
- _____ Sheeting (type, size)
- _____ Pitch
- _____ Ceiling joists (size, species, grade, spacing)
- _____ Attic ventilation

Attic must have a min access way of 22" x 30" to any area having a clear height over 30"

Bathroom must have either a window or fan (fan must be vented to outside air)

ELECTRIC:

- _____ Light fixtures – location
- _____ Receptacles – location
- _____ Ground fault interceptor protection – location
- _____ Electric service – size and location
- _____ Electric service disconnect – location
- _____ Grounding – service, panel & water meter bonding
- _____ Electric system plans and electric panel schedule
- _____ Smoke detectors – 100 V. operated with battery backup, are required in each sleeping Room and on each level of house and immediate vicinity of bedrooms including the Basement and shall be interconnected.

FIREPLACE:

- _____ Factory built (model, size, placement)
 - _____ Masonry (size, type, placement)
- Chimney for heating unit:
- _____ Factory built (type, size, model, height above roof, specifications)
 - _____ Masonry (size, type, height above roof)

CRAWL SPACE:

- _____ Polyethylene sheeting, covered with a 2" course stone
- _____ Must have an access way of at least 18" x 24"
- _____ Must be ventilated
- _____ Must be cleared of any vegetation and organic material

GARAGE:

- _____ No opening between garage and sleeping rooms
- _____ Floor shall be min 4" concrete over min 4" crushed stone with #10 wire mesh
- _____ Garages shall have ½" gypsum board on all walls ceiling common to dwelling
- _____ Garage to house door shall be min twenty (20) minute fire rated and shall be labeled
- _____ Garage shall have an approved surface, and sloped toward the main vehicle entry doorway
- _____ Garage shall have at least a 6" step up from garage floor to house

PLUMBING:

- _____ Copper water supply lines are required to be type "L" or "K"
- _____ The basement, or lowest level, is required to have a floor drain
- _____ A gas tight, vented sump is required for any plumbing fixtures or floor drains below the sanitary sewer
- _____ The vent extension through the roof shall be a minimum of 3" and have a diameter of 1" larger than the vent it terminates

- _____ Show floor drains
- _____ Identify piping materials

PLUMBING (cont.):

- _____ DWV riser diagram
- _____ Water riser diagram
- _____ Test methods of piping systems

HVAC:

Provide a note on drawing that states: All mechanical equipment shall have the manufacture's specifications and installation guide attached to the unit at the time of inspection.

ALLOW 24 HOURS ADVANCE NOTIFICATION FOR ALL INSPECTIONS

GIVE PERMIT NUMBER & ADDRESS WHEN CALLING IN FOR INSPECTIONS

RESIDENTIAL ELECTRIC SERVICE & PANELS REGULATIONS

All electrical work to installed in conformance with the 1996 National Electric code

ENTRANCE CABLE – 338.0

- May be types SE and USE
- Entrance cable to be rated the same as main breaker size
- Main breaker panel, meter base and entrance cable to be compatible

CONDUCTOR SIZES

COPPER	COPPER CLAD OR ALUMINUM	RATING IN AMPS	GROUNDING CONDUCTOR	
			COPPER	COPPER CLAD ALUMINUM
AWG	AWG			
4	2	100	8	6
2/0	4/0	200	4	2

UNDERGROUND COVER REQUIREMENT – 300.5

Direct burial cables or conductors: 24"

Metal conduit – 6"

Non-metallic conduit – 18"

Under Driveways – 18"

OVERHEAD SERVICE CLEARANCE – 225.18 – 225.19

Finish Grade Driveways	Streets, Alleys Roads	Above Roof	Horizontal Clearance from Windows, Doors, Porches, etc.
12'	18'	8'	3'

The Village Inspector measures all horizontal and vertical clearances when inspecting services, above listings are minimum measurements.

GROUNDING – 250

- Two (2) 8' ground rods spaced 6' apart with continuous grounding conductor property sized, Driven flush or below unless protected from physical damage.
- Grounding conductors not protected from physical damage to be in metal conduit, non-metallic Conduit, electrical metallic tubing or cable armor

LOCATION

CALL J.U.L.I.E. (1-800-892-0123) PRIOR TO DIGGING

- All meter bases to be installed outside, accessible to meter reader, subject to electrical engineers approval
- The height of meter base to be a minimum of 4'8" to 5'6" to center of meter
- Duplex, apartment houses etc. shall have banked meters

ITEMS TO SUBMIT WITH COMPLETED APPLICATION

- Site plan showing location of detached garages, sheds, fences, gates, pools and all meters and Location of utility service pole or transformer

INSPECTIONS

Inspections are scheduled for A.M. or P.M. Monday through Friday

Allow 24 hour advance notification for all inspections

- **FINAL INSPECTION**
- **WORK MUST BEGIN within 6 weeks of issuance of permit**
- **PERMIT is valid for 1 year from date of issuance**
- **GIVE PERMIT NUMBER AND ADDRESS WHEN CALLING IN FOR INSPECTION**

I have read and understand the aforementioned requirements and agree to comply with same.

Signature

Date

Notice to all Builders

**Village approved plans must be on the job for all inspections.
All inspections will be made according to the approved plans.**

Building and Zoning Department requires that the following inspections be made on all buildings:

- **SET BACK INSPECTION** is required before excavation. Structure must be staked out on lot and all lot pins must be located.
- **FOOTING FORM INSPECTION** is required before footings are poured.
- **FORM INSPECTION** is required prior to pouring foundation walls, where reinforcing steel is required.
- **FOUNDATION WALL INSPECTION** is required before backfilling. Damp proofing, drain tile and stone covering the drain tile will be inspected at this time.
- **FLATWORK CONCRETE INSPECTIONS** of the garage, basement, other floors and stoops may be made at any time during the construction process.
- **FRAMING AND ROUGH-IN INSPECTION** is required before any inside wall covering or insulation is installed and before exterior sheathing is covered. All framing must be completed and rough electric, plumbing and HVAC terminals are to be roughed-in.
- **ELECTRICAL SERVICE INSPECTION** may be made at any time after backfill.
- **INSULATION INSPECTION** is required before any wall coverings are installed.
- **FINAL INSPECTION** is required before occupying a building or structure after all work has been completed. You must await receipt of the Certificate of Occupancy before occupying the building or structure.

In addition to the inspections above, the Building Department may make and require additional inspections to assure compliance with this code and requirements enforced by the Building Department.

Building permits are good for one year, but may be renewed for a fee.

For an inspection appointment
Call Casper Manheim (815) 440-2146
Give applicant's name, permit number, and address
24 HOUR ADVANCE NOTICE IS REQUIRED