



VILLAGE OF EAST DUNDEE
Building Permit Application
Commercial, Industrial Uses or Multifamily Dwelling Units
Building Department
120 Barrington Ave, East Dundee, IL 60118
Phone: 847-426-2822 X2 Email gness@eastdundee.net

DOCUMENTS REQUIRED FOR FILING

1. This application completed through page 5.
2. One (1) Electronic version sets of construction documents (drawings & specifications).
3. One (1) Electronic version of civil documents (drawings & specifications) for review of street access, paved areas, water service and site drainage by Public Works Department, Water & Sewer division, and Village Engineer. Engineering plan submittal checklist shall be completed and attached to the documents. NOT REQUIRED FOR INTERIOR REMODELING.
4. Provide 2 full size paper construction and civil drawings once the plans are approved.

Project Address: _____ Date: _____ PERMIT #: _____

Project Name: _____ Property Code # (P.I.N.): _____

Owner's Name: _____ Phone _____

Owner's Address: _____ Zip Code: _____

Email: _____ Zoning District: _____

Are Plumbing, Mechanical, Fire Sprinkler, Electrical, Fire Alarm and Elevator construction documents (if required for project) included in the initial submittal for a Building Permit? [] Yes [] No.

Will project construction documents be submitted in phases [] Yes [] No if Yes explain: _____

In accordance with Section 106.3.4 of the Building Code, the owner shall designate a design professional in responsible charge for projects where construction documents are to be submitted in phases for all new construction, substantial alterations or where required by the Building Official.

Design Professional in responsible charge: _____ Phone: _____

Address: _____ E-mail: _____

Architect/Engineer (Architectural Documents): _____ Phone/E-Mail: _____

Building Contractor: _____ E-mail: _____

Contact Person: _____ Phone _____

Plumbing Contractor: _____ Phone #: _____

Mechanical Contractor: _____ Phone #: _____

Sprinkler Contractor: _____ Phone #: _____

Electrical Contractor: _____ Phone #: _____

Fire Alarm Contractor: _____ Phone #: _____

*Will you have discharge other than Domestic Sanitary Waste No ____ Yes ____ Please explain _____

Describe work to be done in **Detail**, also the existing and future use of the facility: _____

Existing use(s): _____ Proposed use(s): _____

Type of Improvement:

- New Construction Addition Relocation Repair/Replacement Temporary Structure
 Foundation Only Alteration Demolition Change of Use: Specify: From: _____ to: _____

Type of Construction: Noncombustible 1A, 1B, 11B, Noncombustible 111A, 111B, Heavy Timber IV, Combustible VA, VB

- Structural Frame: Steel Concrete/Brick/ Masonry Steel Concrete/Brick/Masonry
 Steel w/fireproof Concrete/Brick/Masonry Steel Wood Frame/ Siding or Veneer
 Heavy Timber Other: _____ Heavy Timber Other: _____

USE/OCCUPANCY (ies) [Specify all Uses]:

ASSEMBLY: (A)

- Theater (A1)
 Nightclub, Banquet Bar, Restaurant (A2)
 Church, Gym, Indoor Pool, tennis, Library, Museum (A3)
 Viewing of indoor Spectator sports (A4)
 Participation or viewing of outdoor spectator activities (A5)
 Other (A)

FACTORY:

- Low Hazard (F2)
 Moderate Hazard (F1)
HIGH HAZARD:
 Detonation Hazard (H1)
 Deflagration Hazard (H2)
 Support Combustion (H3)
 Health Hazard (H4)
 Hazardous Production Materials (H5)

RESIDENTIAL:

- Hotel, Transient Boarding House (R1)
 Multifamily, Non Transient Boarding (R2)
 1-2 dwelling with accommodations for 5 or less/dwelling (R3)
 Residential Care? Assisted Living for 6-16 residents (R4)

INCIDENTAL USES:

- Furnace
 boiler
 Refrigerant Rooms
 Auto Parking Garage
 Incinerator Room
 Paint Shop
 Lab/Vocational Shop
 >100sf Laundry Room
 >100sf Waste/Linen
 > 100sf Storage Room
 > 13 Padded Cells
 > 100 gal. Lead acid battery for EM, SB or UI power supply

BUSINESS: (B)

- Education > 12 grade
 Office, Bank, Print shop
 Out patient clinic
 Other

INSTITUTIONAL:

- 24 Hour supervised care w/ more than 16 residents (I1)
 24 hour Hospital/Nursing (I2)
 24 hour Child Care w/ more than 5 children under 2 1/2 years old (I2)
 Correctional (I3)
 Other (I):

STORAGE:

- Moderate Hazard (S1)
 Low Hazard (S2)

SPECIAL DETAILED REQUIRMENT OCC:

- Covered Mall Stages & Platforms
 High Rise Special Amusement
 Atriums Aircraft
Related Combustible Storage
 Underground Hazardous Materials
 Motor vehicle related Use/Occupancy H
 Use Group/Occupancy Use/Occupancy H
 Use/Occupancy (I3) Application/fimble/finsh
 Projection Room Organic Coatings

EDUCATIONAL: (E)

- Grades K-12
 Day Care (children over 2 1/2 years old)

MERCANTILE: (M)

- Drug, Department store
 Motor vehicle service

MIXED USE SEPERATION OPTION: Separated w/ fire barrier walls & horizontal assemblies per 302.3.3

Non-separated per 302.3.2 Separate buildings w/ fire wall per

705

MIXED USE NOTES:

FIRE SUPPRESSION SYSTEM: Full Partial # of heads None

if partial specify where:

FLOOR AREAS:

Total Existing Floor Area: _____ sq.ft. 705 Fire Walls (allow building collapse w/o collapse of wall)

Addition (s): _____ sq.ft. 706 & 710 Fire Barriers & Horizontal exit assemblies

Remodeled: _____ sq.ft.

Total largest floor area: _____ sq.ft.

TOTAL BUILDING AREA ON ALL FLOORS: _____ sq.ft. Mean height of highest roof from mean grade: _____ ft.

"footprint" of largest floor Number of stories above grade: _____

Width: _____ ft. Length _____ ft. Basement? Yes No

Value of Building	421000	Value of Plumbing	421000
Value of Electrical	421000	Value of HVAC	421000
Fire Department	222001	Occupancy	421000
Total Value _____			

APPLICANT'S CERTIFICATE

As owner or authorized agent of the project for which this application is being filed, I hereby certify:

1. The description of use and information contained on this application is correct and;
2. The structure will not be occupied or used until all known code violations are corrected and a Certificate of Occupancy is issued by the Building Department and;
3. The project, if permit is granted, will comply with all requirements of applicable Village Ordinances and pay all fees required by such ordinances and;
4. The project will be constructed in accordance with the released documents [drawings and specifications] and applicable codes and ordinances of the Village of East Dundee and;
5. Any changes to the released documents will be filed with the Village of East Dundee Building Department and; another application will be submitted at such time as the described use may change.
6. No error or omission in either the documents or application, whether said documents or application have been approved by the Code Official or not, shall permit or relieve the applicant from constructing the work in any manner other than provided for in the ordinance of this Village relating there to.
7. If other than the owner, I am certifying that the proposed work has been authorized by the owner of record and that I have been authorized by the owner to complete this application on his behalf. I will be acting on behalf of the owner as his/her:

ARCHITECT ENGINEER CONTRACTOR AGENT/OTHER

APPLICANT MUST COMPLETE* ONE*OF THE APPROPRIATE SECTIONS BELOW:

As applicant other than the owner:

As owner:

(Name of applicant if other than owner) typed or printed

(Name of owner) typed or printed

(Title) (Phone #)

(Phone #)

(Street address , City, State, Zip of applicant other than owner)

(Street address , City, State, Zip of applicant other than owner)

(E-mail Address)

(E-mail Address)

X _____
(Signature of applicant other than owner) (Date)

X _____
(Signature of owner as applicant) (Date)

Building Inspector

For Office Use Only: Received: _____ Amount _____ Check # _____ Cash _____ Date Paid _____

Village of East Dundee
Building Permit Application Plan Review Agreement

The Undersigned applicant acknowledges that, as part of any plan review, the Village of East Dundee Building Department may seek advice and counsel from professional sources outside the employee staff of the Village of East Dundee in consideration of the application submitted to the Village of East Dundee by the applicant, including the services as those provided by the Village Attorney, Staff and/or Outside Plan Reviewer, Engineer, Planner, other Industry experts and Fire Protection District, all incurred costs will be passed on to the applicant.

The applicant further acknowledges that the purpose of this application is for a Building Permit and/or Zoning Code compliance review and does not constitute any design consulting, approvals or permits by the Village of East Dundee. A review and/or payment of related cost does not guarantee permits will be issued.

As an express condition in making said application and the consideration thereof by the Village of East Dundee, the undersigned, both personally and on behalf of applicant, agrees to pay forthwith those costs and expenses that may be incurred by the Village of East Dundee for such review services, including the costs and expenses incurred by the Village of East Dundee on the applicant's behalf

Individually and for Applicant

Date

Applicant's Address

Phone #

Email

Building Official

Date



Village of East Dundee

120 Barrington Avenue, East Dundee, IL 60118

(847) 426-2822

www.eastdundee.net

Construction Document Submittal Requirements

New Construction and Additions:

1. Completed permit application with Zoning Clearance Form and Fee check for Plan review.
2. 1 Electronic submittal of all plans and documents including detailed site/civil plans.
3. Provide 2 hard copies for all the plans once they are approved.

Alteration of a building which is a change in use/occupancy (per Zoning Ordinance or Building Code):

1. Completed permit application with Zoning Clearance Form;
2. 1 Electronic submittal of all plans and documents including detailed site/civil plans.
3. Two (2) complete sets of construction documents including site plan;
4. If this change in use modifies street access, paved areas, water service or drainage, THEN include three additional sets of site civil plans and a Public Works Clearance Form.

Interior Only remodel or tenant build-out without change in use/occupancy:

1. Completed permit application with Zoning Clearance Form;
2. 1 Electronic submittal of all plans and documents including detailed site/civil plans.
3. Two 2 complete sets of construction documents and a floor plan of entire building to indicate location of project work within building and to indicate location of exit access corridors/aisles, exit stairs and exit discharge doors.

Sprinkler work must submit directly to:

Fire Safety Consultants, Inc (FSCI)
2420 ALFT Lane, B100
Elgin, IL 60124
Office 847-697-1300

Fire Alarm work must submit directly to:

East Dundee Fire District
401 Dundee Ave
East Dundee, IL 60118
Office: 847 426-7521

Process to building permit:

1. Submit the proper number of construction documents, with everything required, to the Building Department.
2. The Building Department will distribute plans to all other reviewing departments.
3. Each department completes its review and notifies the designer directly if the documents are incomplete or unacceptable. Any issues that arise as a result of reviews are resolved between the respective department and designer.
4. Building Department issues permit once its own plan review comments are resolved and clearances from all other departments are received, and returns one complete set of documents to the applicant. The applicant is to post permit where it is visible from the street address or the primary entrance of the facility or space.