Village of Woodridge
Community Development Department • Five Plaza Drive • Woodridge, IL 60517-5014
(630) 719-4750 • FAX (630) 719-2900

CODES ADOPTED BY THE VILLAGE OF WOODRIDGE:

2021 International Building Code
2020 National Electric Code
2021 International Mechanical Code
2021 Illinois / International Energy Conservation Code
2021 International Property Maintenance
DuPage County Countywide Stormwater & Flood Ordinance
2021 International Residential Code
2014 State of Illinois Plumbing Code
2021 International Fire Code
2018 Illinois Accessibility Code
Minimum Security Code
Village of Woodridge Local Amendments

Pallet Racking Design & Installation Guidelines / Requirements

The Village of Woodridge requires a building permit for the installation of a Pallet Racking.

Requirements for Applying for a Pallet Racking Permit:

- A completed permit application. Note: Minimum 3-week turnaround for permit approval.
  - Application must include the contractor company information installing the racking.
- Three (3) sets of plans (24" x 36") listing/indicating:
  - Ceiling height, racking heights and spacing
  - Manufacturer's specifications of the racking
  - Detail of commodity use and storage shown on the plan
  - EXIT & E/M lighting locations
    - *USED RACKING AND/OR CONVEYOR SYSTEMS*
    - Used racking and/or conveyor systems are allowed to be erected as long as an engineer has inspected and labeled each piece of the racking and/or conveyor system. All used racking and conveyor systems shall be noted on the drawings by the engineer of record.

Miscellaneous Information:

- A minimum of thirty-six inches (36") of space needs to be provided above product being stored on rack and ceiling for sprinklers.
- Racking system and shelves must remain open and function in the open position.
- Enclosing of the shelving or utilizing solid shelving may change the requirements for sprinkler protection for the area.
- The Village of Woodridge and the Fire District reserves the right to require additional exit lighting, alarm devices, or sprinkler requirements if at the time of the final inspection any exit lighting or device is obstructed or reduced to the point that the device does not comply with our adopted Codes nor function per manufacturers' requirements.
- If Fire Suppression / Sprinkler System needs to be modified, a separate **Sprinkler Permit** with three (3) sets of drawings needs to be submitted with device specifications and hydraulic calculations.
- If Fire Alarm System needs to be modified, a separate **Fire Alarm Permit** with three (3) sets of drawings and device specifications, as well as battery calculations showing battery standby time at sixty (60) amp/hours.

Pallet Racking Requirements

1. Portable fire extinguishers shall be installed in all occupancy groups and have a minimum of one (1) fire extinguisher located within five feet (5') of each/any exterior door. All other areas shall have extinguishers installed in accordance with NFPA 10, 2019 Edition or where required by the Code Official. The minimum size fire extinguisher for use in all occupancy groups shall be 4A60BC. All other applications shall be accordance with the provisions of NFPA 10, 2019 Edition and the International Fire Code, 2021 Edition (Section 906). Fire extinguishers must maintain compliance with maximum travel distance of seventy-five feet (75') within racking area.
2. Approved exit lighting shall be installed in all means of egress in accordance with International Fire Code, 2021 Edition (Section 1013). Exit signs need to be visible in rack aisles.
3. Approved emergency lighting shall be installed in all means of egress in accordance with International Fire Code, 2021 Edition (Sections 1008).

These items will be field verified after the racking is installed, securely bolted to the floor, and preferably after the product has been loaded into the racks. Additional exit signs, EM lights, and fire extinguishers may need to be added to be compliant with the above sections of the fire code depending on field conditions.

REQUIREMENTS FOR CONTRACTORS

THERE IS NO FEE TO REGISTER AS A CONTRACTOR IN THE VILLAGE OF WOODRIDGE

Contractor requirements for the Village of Woodridge:

1. There are no registration fees
2. All requirements listed on this page must be met
3. Contractor requirements can be mailed, faxed to (630) 719-2900 or e-mailed to: **bldg@woodridgeil.gov**
4. All permits must be picked up and signed for at the Woodridge Village Hall, permits will not be mailed

General Contractors:

1. Insurance. All contractors who use the streets or other public property shall file with the Village, prior to the issuance of a building permit, a Certificate of Insurance with coverages as follows:

a) Public liability insurance for one person in the sum of $100,000 and for one accident in the sum of $300,000 or a combined single limit of $300,000
b) Property damage insurance in the amount of $50,000 limited to not less than $10,000 for each accident
c) List the Village of Woodridge as the certificate holder

If you have additional questions, contact the Community Development Department at (630) 719-4750.

(A Blank Permit Application is located at the very end of this document / next page)

VILLAGE OF WOODRIDGE BUILDING PERMIT

5 Plaza Drive Woodridge, IL 60517 Phone: (630) 719-4750 Fax: (630) 719-2900

Permit Application Address _____ Date _____

Lot# _____ Subdivision _____

Description of Work _____

_____

Zoning _____ Size of Lot _____X_____

Total Estimated Cost $

Property Owner _____ _____ _____

Address, Town, Zip Phone

Tenant _____ _____ _____

General Contractor _____ _____ _____

Architect _____ _____ _____

Brick _____ _____ _____

Carpenter _____ _____ _____

Concrete/Asphalt _____ _____ _____

Electrician _____ _____ _____

Low Voltage Contractor_____ _____ _____

Excavator _____ _____ _____

Fire Alarm _____ _____ _____

Fire Protection _____ _____ _____

Heating Contractor_____ _____ _____

Plumber _____ _____ _____

Roofer_____ _____ _____

Sewer Contractor _____ _____ _____

Contractor Email Address _____

Homeowner or Primary Contact Email Address, If different than Contractor _____

Applicant's Signature_____

Contact Name & Phone Number _____

Print Applicant Name _____

- OFFICE USE ONLY -

	FEE / AMOUNT
Building Permit	
Electrical Permit	
Plumbing Permit	
Plan Reviews	
Deck Permit	
Driveway Permit	
Fence Permit	
Flatwork Permit	
Shed Permit	
Roof Permit	
Lawn Sprinkler	
Swimming Pool	
Misc.	
Sewer Permit	
Water Connection	
Water Meter	
Unmetered Water	
School District _____	
School District _____	
Park District _____	
GRAND TOTAL	

PERMIT #

_____

APPROVED

Plan Review _____**Date** _____

ISSUED

Plan Review _____**Date** _____