



# APPLICATION FOR COMMERCIAL CONSTRUCTION

VILLAGE OF LEMONT

Building Department

418 Main Street, Lemont, IL 60439

Phone 630/257-1580 Fax 630/257-1598

Permit # \_\_\_\_\_

PIN # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Zoning District \_\_\_\_\_

Job Address \_\_\_\_\_

Subdivision \_\_\_\_\_

Lot # \_\_\_\_\_

**Plan Review Contact Information:** List any persons here that you want to receive a copy of the plan review once completed.

Property Owner/Lessee	Company	Phone	Fax
Address	City	State	Zip
Architect	Company	Phone	Fax
Address	City	State	Zip
General Contractor	Company	Phone	Fax
Address	City	State	Zip

**Type of Improvement:**

Addition                       Alteration/Repair/Replacement                       Moving/Relocation  
 New Building                       Wrecking

**Proposed Use or Occupancy Classification - For "wrecking" most recent use (check all that apply):**

<input type="checkbox"/> Assembly (Use Groups A-1, A-2, A-3, A-4, A-5)	<input type="checkbox"/> Institutional (Use Groups I-1, I-2, I-3)
<input type="checkbox"/> Business (Use Group B)	<input type="checkbox"/> Mercantile (Use Group M)
<input type="checkbox"/> Educational (Use Group E)	<input type="checkbox"/> Residential (Use Groups R-1, R-2, R-3, R-4)
<input type="checkbox"/> Factory/Industrial (Use Groups F-1, F-2)	<input type="checkbox"/> Storage (Use Groups S-1, S-2)
<input type="checkbox"/> High Hazard (Use Groups H-1, H-2, H-3, H-4)	<input type="checkbox"/> Utility & Miscellaneous (Use Group U)

**Principal Type of Frame**

Masonry (wall bearing)  
 Wood Frame  
 Structural Steel  
 Reinforced Concrete  
 Other (Specify): \_\_\_\_\_

**Construction Type**

<input type="checkbox"/> 1A	<input type="checkbox"/> 3A
<input type="checkbox"/> 1B	<input type="checkbox"/> 3B
<input type="checkbox"/> 2A	<input type="checkbox"/> 4
<input type="checkbox"/> 2B	<input type="checkbox"/> 5A
<input type="checkbox"/> 2C	<input type="checkbox"/> 5B

Describe in detail proposed use of building, e.g.: professional office building, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed enter existing use and proposed use.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Type of Sewage**

\_\_\_\_\_ Public or Private Company  
\_\_\_\_\_ Private (Septic tank, etc.)

**Type of Water Supply**

\_\_\_\_\_ Public or Private Company  
\_\_\_\_\_ Private (Well, cistern, etc.)

**Ownership:**

\_\_\_\_\_ Private - Individual, corporation, non-profit institution,  
etc.

\_\_\_\_\_ Public - Federal, State or Local  
Government

**Plan Review Deposit**

Plan review deposits are now required for all permits. Check the cubic footage that applies to permit.

_____ Buildings <100,000 cubic ft.	\$	1,700.00
_____ Buildings >100,000 cubic ft.	\$	2,250.00

**Cost of Construction**

\$ \_\_\_\_\_

I hereby declare that the above information is correct and I do agree, in consideration of and upon issuance of a building permit, to do or allow to be done only such work as herewith applied for. I further declare that I am the owner/contractor authorized to apply for this permit. I agree to conform to all applicable laws of this jurisdiction.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**\*\*\*Zoning Department Use Only\*\*\***

Zoning District: _____	Use allowed in Zoning District? _____ Yes _____ No
Proposed Use: _____	Commercial design standards met? _____ Yes _____ No
Front Yard Required: _____	Front Yard Proposed: _____
Side Yard Required: _____	Side Yard Proposed: _____
Corner Side Yard Required: _____	Corner Side Yard Proposed: _____
Rear Yard Required: _____	Rear Yard Proposed: _____
Max Lot Coverage: _____	Lot Coverage Proposed: _____
Max Building Height: _____	Building Height Proposed: _____

**NOTES:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*\*\*Building Department Use Only\*\*\***

\$ \_\_\_\_\_  
**Permit Deposit**

\_\_\_\_\_  
**Check Number**

\_\_\_\_\_  
**Received Date**

\_\_\_\_\_  
**Received By**

\_\_\_\_\_  
**Approved By**

\_\_\_\_\_  
**Date**

**Other Building Permits Required:**

1 \_\_\_\_\_  
2 \_\_\_\_\_

3 \_\_\_\_\_  
4 \_\_\_\_\_

**COMMERCIAL CONTRACTOR LIST**

Provide complete list of contractors. All contractors must be licensed with the village for permit to be issued.

**General Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Cabinet Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Carpentry Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Carpet Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Concrete Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Countertop Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Drywall Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Electrical Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Excavating Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Fire Alarm Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Fire Sprinkler Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Flooring Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**HVAC Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Hood/Duct Contractor** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_

Landscape Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Masonry Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Painting Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Plumbing Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Roofing Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Sewer & Water Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Siding Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Silt Fence Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Stair Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Insulation Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Window Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Garage Door Installer \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Damp Proofing Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Other \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Other \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

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*Village of Faith*

## Village of Lemont

418 Main Street • Lemont Illinois 60439  
Phone (630) 257-1580  
Fax (630) 257-1598

### **CODES ADOPTED**

- » 2006 International Building Code  
(Industrial, Commercial & Multi-Family)
- » 2006 International Residential Code  
(One-Family and Two-Family Dwellings)
- » 2006 International Property Maintenance Code
- » 2005 National Electric Code (NFPA 70-2005)
- » 2014 Illinois Plumbing Code
- » 2006 International Mechanical Code
- » 2006 International Fuel Gas Code
- » 2015 Illinois (International) Energy Conservation Code
- » 2006 International Fire Code  
(Industrial, Commercial & Multi-Family)



**LEMONT FIRE PROTECTION DISTRICT**



**BUREAU OF FIRE PREVENTION**

15900 New Avenue  
Lemont, IL 60439  
Business: (630) 257-0191  
Fax: (630) 257-5318  
fpb@lemontfire.com  
[lemontfire.com](http://lemontfire.com)

The Following Editions of the Fire/Life Safety Codes  
are in effect as of October 15, 2016

2015 INTERNATIONAL FIRE CODE

(Local Amendments Applicable) - View at [lemontfire.com](http://lemontfire.com)

2015 LIFE SAFETY CODE (NFPA 101)

2013 NATIONAL FIRE ALARM CODE (NFPA 72)

2013 FIRE SPRINKLER CODE (NFPA 13)

2014 INSPECTION, TESTING, & MAINTENANCE OF FIRE SUPPRESSION  
SYSTEMS (NFPA 25)

***Note: NFPA Standards Are Subject to Change Based Upon the Availability of the  
Most Current Standard Which Shall Then Apply***

LFPD Requires the Following Inspections:

\*Site (access, FDC, key vault locations, hydrants, etc.) \*Above Ceiling

\* Underground Main Flush \* Fire Pump Acceptance Test

\*Fire Sprinkler Acceptance Test \*Fire Alarm Acceptance Test

\*Specialized Suppression Systems Test \*Final Occupancy

**Contact the building department from which the permit was issued for scheduling  
and allow 48 hours notice.**



*Village of Faith*

# Village of Lemont

418 Main Street • Lemont Illinois 60439

PHONE (630) 257-1580

FAX (630) 257-1598

## PLAN REVIEW CONTACT INFORMATION

Please provide the name, phone number, fax number and email address of the person(s) who should receive plan review results:

### CONTACT 1

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### CONTACT 2

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### CONTACT 3

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### CONTACT 4

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_



**LEMONT FIRE PROTECTION DISTRICT**

**BUREAU OF FIRE PREVENTION**

15900 New Avenue  
Lemont, IL 60439  
Business (630) 257-0191  
Fax (630) 257-5318

**LEMONT FIRE PREVENTION BUREAU  
CONTRACTOR NOTIFICATION**

**OWNER:** \_\_\_\_\_

**SITE ADDRESS:** \_\_\_\_\_

**GENERAL CONTRACTOR:**

PHONE: (    ) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**ELECTRICAL CONTRACTOR:**

PHONE: (    ) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**ALARM COMPANY CONTRACTOR:**

PHONE: (    ) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**SPRINKLER COMPANY CONTRACTOR:**

PHONE: (    ) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**FIRE EXTINGUISHER COMPANY:**

PHONE: (    ) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**KITCHEN HOOD / DUCT CLEANING CONTRACTOR:**

PHONE: (    ) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

A deposit is now required for each permit submitted. Review the list below to determine the appropriate amount. If you have any questions regarding the deposit amount, call (630) 257-1580. Please be advised the typical turn around time for a commercial plan review is 10 business days. Upon request, an expedited plan review may be performed in 5 business days for an additional fee.

<b>Residential Review Schedule</b>	<b>Deposit 1st Review</b>	<b>Deposit 2nd Review</b>	
<u>Single Family Residence</u>			
< 3,000 Sq. Ft.	\$ 1,266.00	\$ 186.00	Deposit required for residential reviews is a total of building and grading review fees.
> 3,000 Sq. Ft.	\$ 1,506.00	\$ 186.00	
<u>Other Reviews</u>			
Additions	\$ 300.00	\$ 150.00	May include grading review if required.
Detached Garages	\$ 120.00	\$ 60.00	May include grading review if required.

<b>Commercial Review Schedule</b>	<b>Deposit 1st Review</b>	<b>Deposit 2nd Review</b>	<b>Deposit 3rd Review</b>
<u>1st Review</u>			
< 100,000 Cubic Feet	\$ 1,700.00	\$ 850.00	\$ 112.00
> 100,000 Cubic Feet	\$ 2,250.00	\$ 1,125.00	\$ 112.00

<b>Fire Review Schedule***</b>	<b>Deposit 1st Review</b>	<b>Deposit 2nd Review</b>
<u>Sprinkler System - Pipe Schedule System</u>		
< 100 heads or less	\$ 281.00	\$ 140.50
> 101 heads or more	\$ 464.00	\$ 232.00
<u>Sprinkler System - Hydraulic Calculated System</u>		
< 100 heads or less	\$ 540.00	\$ 270.00
> 101 heads or more	\$ 864.00	\$ 432.00
<u>Fire Alarm</u>	\$ 306.00	\$ 153.00
<u>Gas Suppression Systems/Dry Chemical Systems</u>		
< 500 lbs or less	\$ 378.00	\$ 189.00
> 500 lbs or more	\$ 540.00	\$ 270.00
<u>Wet Chemical System</u>	\$ 216.00	\$ 108.00
<u>Hood &amp; Duct System</u>	\$ 216.00	\$ 108.00

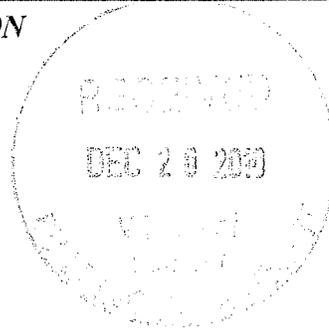


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Lemont, IL 60439  
Business: (630) 257-0191  
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lemontfire.com



To: Architects, General Contractors, Building Owners, and Developers

Subject: Plan Review Fee's

Please note that during the permit application process with the Building Department for the Village of Lemont, a plan review process is conducted by the Lemont Fire Protection District also as specified by local ordinance. Under Ordinance # 08-03 of the Lemont Fire Protection District authorizes the District to establish and charge a plan review fee for the following areas of concern. They are:

- Installation, Alteration to an automatic sprinkler system \$200.00
- Installation of a Fire Detection and Alarm System \$200.00
- Alternative Fire Suppression System- Fixed Extinguishing System \$50.00 per hour with One hour minimum
- Above ground and/or underground storage tank install/inspection \$200.00
- Above ground and/or underground storage tank removal/inspection \$200.00
- Temporary Structures-tents canopies-membrane \$50.00 per unit

These fees will be billed by the District and should be paid by the time the project or installation is completed and approved by this Agency.

These fees are in addition to any fees and/or charges as specified by the Village of Lemont.



# APPLICATION FOR CONTRACTOR LICENSE

VILLAGE OF LEMONT  
Building Department  
418 Main Street, Lemont, IL 60439  
Phone (630) 257-1580 Fax (630) 257-1598 Website: www.lemont.il.us

Type(s) of Business (e.g. General Contractor, Plumbing, Electric, Excavator, etc.)

Business Name	Address, City, State	Zip Code
Owner Name	Home Address, City, State	Zip Code
Telephone	Fax	Cell
Website	Email	Federal ID #

### Application Requirements:

Fees	General Contractor	\$200.00	Plumbing, Electrical, Fire Alarm & Landscape
	All Other Sub Contractors	\$ 75.00	Maintenance Contractors NO FEE

**Permit Bond** of \$25,000 is required naming the Village of Lemont as the bond holder for all contractors. (*Plumbing, Fire Alarm and Landscape Maintenance contractors are not required to provide a bond.*) **All bonds must include** the type of work you are contracted to do. **All bonds must read as follows:** "...if the Principal shall faithfully perform the duties and in all things comply with the laws and ordinances, including all amendments thereto, pertaining to the license or permit applied for, then this obligation to be void, otherwise to remain in full force..."

**Certificate of Insurance** with the Village of Lemont as certificate holder meeting these requirements (*Plumbing and Landscape Maintenance contractors are not required to submit a certificate of insurance.*):

1. **Worker's Compensation & Employee Liability:** Not less than \$100,000 per person.
2. **Comprehensive Public Liability:** Not less than \$250,000 for injuries, including accidental death to any one person and subject to the same limits for each person, in an amount of any one accident.
3. **Property Damage:** Not less than \$100,000 for damage to property in any one accident with an aggregate limit of not less than \$300,000.

**Electrical Contractors** Provide a copy of a valid Electrical Contractor's Registration from a testing municipality. Call to verify what municipalities are acceptable.

**Irrigation/Lawn Sprinkler, Plumbing and Sewer Water Contractors:** Provide a copy of a valid Illinois Department of Public Health License (IDPH) and a letter of intent. If your company does not have a plumber on staff please provide us with the plumber your company will use and provide a copy of their IDPH.

**Roofing Contractors:** Provide a copy of a valid State of Illinois Roofing License and a copy of Government issued ID.

The applicant hereby states that he/she is familiar with all pertinent Village of Lemont Ordinances, Code, Rules and Regulations and agrees to comply with the same, and further states that he/she is authorized to sign this application.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

<b>***BUILDING DEPARTMENT USE ONLY***</b>	
CONTRACTOR LICENSE #	_____
CONTRACTOR LICENSE FEE \$	_____
CASH/CHECK:	_____
APPROVED BY:	_____
APPROVAL DATE:	_____



# Village of Lemont

418 Main Street • Lemont, Illinois 60439

*Village of Faith*

Mayor  
Brian K. Reaves

Village Clerk  
Charlene M. Smollen

Trustees  
Debby Blatzer  
Paul Chialdikas  
Clifford Miklos  
Rick Sniegowski  
Ronald Stapleton  
Jeanette Virgilio

Administrator  
George Schafer

**\*\*ATTENTION ALL CONTRACTORS\*\***

## Lead Law Effective April 22, 2010

***Contractors performing renovation, repair and painting projects that disturb lead-based paint in homes, child-care facilities, and schools built before 1978 must be certified by the USEPA and must follow specific work practices to prevent lead contamination.***

Administration  
phone (630) 257-1590  
fax (630) 257-0958

Building Department  
phone (630) 257-1580  
fax (630) 257-1598

Community Development  
phone (630) 257-1595  
fax (630) 257-1598

Engineering Department  
phone (630) 257-2532  
fax (630) 257-3068

Finance Department  
phone (630) 257-1550  
fax (630) 257-1598

Police Department  
14600 127<sup>th</sup> Street  
phone (630) 257-2229  
fax (630) 257-5087

Public Works  
16680 New Avenue  
phone (630) 257-2532  
fax (630) 257-3068

[www.lemont.il.us](http://www.lemont.il.us)

For complete information about the RRP rule, please log onto the USEPA's website at <http://www2.epa.gov/lead>.



*Village of Faith*

# Village of Lemont

418 Main Street • Lemont Illinois 60439

## **CONSTRUCTION REQUIREMENTS**

1. **PLANS/DRAWINGS, ETC.** Plans, drawings, specifications and calculations meeting all requirements of the Lemont Building Code shall be presented to the Building Official for approval before a permit will be issued. Plans shall specifically show all design loads and occupant capacities for all spaces and floors and shall be prepared and sealed by a registered architect licensed in the State of Illinois.

For residential permits two (2) sets of plans with one stamped by an architect will need to be submitted for review. For commercial permits four (4) sets of plans with one stamped by an architect will need to be submitted for review. For a commercial permit that is a food establishment, five (5) sets of plans will need to be submitted for review.

In addition to the architect's plans, the following must also be submitted (at the time of permit application) for every new single- and multi-family dwelling:

- a. A color image of the proposed brick
- b. The name of the proposed brick color
- c. The manufacturer's name of the proposed brick
- d. A soil test made by an approved agency using an approved method (at or prior to the footing inspection).

All plans, drawings, specifications and calculations must be submitted in an "AS BUILT" form. The Building Department will **NOT** accept any plans or drawings which are mirrored, reversed, inverted images or any other form not specifically detailing exactly how the structure is to be constructed. Any plans and drawings submitted with various "options" must be clearly noted as to which option will apply.

**EXCEPTION:** Working drawings in sufficient detail to describe the scope of the work proposed are required for single-family residential additions, accessory structures and interior remodelings.

2. Any and all revisions to original plans must be submitted to the Building Department prior to changes being made. Additional fees may be required based on the scope of the change.
3. All necessary permit applications must be completed.
4. All contractors will be required to have a current Village Contractor's License, Certificate of Insurance and Permit Bond. **IE. General Contractors, Electrical Contractors, Plumbing Contractors and etc.** A copy of State License will need to be submitted for the following contractors: Fire Alarm, Fire Sprinkler, Lawn Sprinkler/Irrigation, Plumbing, Roofing and Water & Sewer.
5. **GRADING PLAN.** At the time of applying for a permit to construct a principal building, the applicant shall submit to the Building Official two (2) copies of a plat of topographic survey of the lot and grading plan prepared by an Illinois Registered Professional Engineer. Said survey shall include the stamp, signature, date, license number, license expiration date and shall indicate the following:
  - a. All building setback lines shall be shown and labeled.
  - b. Actual front, rear and side yard setbacks shall be shown.
  - c. Top of foundation elevation shall match approved subdivision plans.
  - d. All building dimensions shall be shown including jogs/offsets.
  - e. Proposed and existing contours shall be labeled.
  - f. Existing contours shall be shown a minimum of ten (10) feet onto adjacent properties. Topography must be current.
  - g. Drainage overland flow routes must be distinctly defined and labeled.

- h. Proposed contours must match existing contours at property lines. Follow Master Grading Plan if vacant lot.
  - i. Elevations of existing grade of curb and existing sidewalk shall be shown.
  - j. All swales including high point/break point elevations shall be shown.
  - k. Finished grade shall be lower than top of foundation by six (6) inches.
  - l. Proposed grade shall maintain six (6) inches of pitch away from the building in the first ten (10) feet.
  - m. Maximum slope within the parcel shall not exceed 4:1. Minimum slope is 50:1.
  - n. Location of B-Box shall be labeled and must be located within the public owned right-of-way but may not be located within an easement or in driveway pavement.
  - o. Residential driveway width shall be labeled and may not exceed twenty-two (22) feet at the right-of-way line. Retaining walls, sidewalks, patios and other permanent structures are not allowed within easements. Retaining walls require a separate permit. Walls in excess of three (3) feet in height have additional requirements.
  - p. Driveway slope shall be labeled and may not exceed a maximum 8% grade.
  - q. Water service and sanitary service lines shall be labeled. A ten (10) foot minimum separation is required. Dimensions shall be shown.
  - r. The top of foundation of adjacent lots shall be labeled.
  - s. Back of public sidewalk shall be one (1) foot offset from property line into right-of-way.
  - t. Sidewalk shall be five (5) inches thick (six (6) inches at driveways) on 4-inch compacted stone base. Show note. See residential driveway sheet LS-6 and LS-3 in packet.
  - u. Sidewalk shall have 2% cross pitch towards street. Show grades or add note.
  - v. Sidewalk shall be 0.5 feet higher than top of curb.
  - w. The location of manholes, inlets and utilities shall be located and the elevations labeled.
  - x. The location and size of trees shall be shown.
  - y. Erosion control shall be shown around the perimeter of the property and labeled.
  - z. The benchmark used shall be of Village Datum and shall be indicated on the survey.
6. **SPOT SURVEY REQUIRED.** All new work shall be located strictly in accordance with the approved Grading Plan. Two (2) copies of the platted survey, prepared by an Illinois Registered Land Surveyor shall be filed with the Building Official within fourteen (14) days after foundation is placed. No construction will be permitted upon the foundation except for water, sewage and related items unless such platted survey has been filed and approved by the Building Official. The Spot Survey shall indicate the following:
- a. Elevations of the top of foundation walls shall be labeled at each corner and at every breakpoint if steps in the foundation occur.
  - b. Actual front, side and rear yard setbacks shall be shown.
7. **FINAL GRADING SURVEY.** Prior to landscaping all final grading within the lot and parkway areas shall be completed. Two (2) copies of a final topographical survey shall be submitted indicating the following:
- a. Four (4) inches of exposed foundation required after sod/seeding (six (6) inches before.
  - b. Label existing top of foundation grades.
  - c. All dimensions/elevations from Spot Survey shall be shown.
  - d. Finished grade elevations at the corners of the structure shall be labeled. Elevations of all corners of the property shall be labeled.
  - e. Grading contours shall be shown and labeled. The elevation of all drainage break points shall be labeled.
  - f. Location and elevation of the B-Box shall be shown.
  - g. Location and elevation of all existing utility structures on the lot shall be shown.

- h. Driveway slope and width at right-of-way line shall be shown.
- i. Location and elevation of retaining walls and berms shall be shown.
- j. Location and sizes of trees shall be shown.
- k. All public sidewalks adjacent to the property must be installed.
- l. Remove piles of spoil/debris.
- m. Stamp and signature of an Illinois Registered Professional Land Surveyor or Illinois Registered Professional Engineer shall be made including the date, license number and license expiration date.

8. **CLEAN UP AND COMPLETION BOND.** Village of Lemont Building Code, Section 15.00.070 (I). Prior to issuance of a building permit for a new structure (other than a fence, deck, porch, above ground swimming pool or the re-shingling of a roof), the remodeling of an existing structure or where any excavation or dirt removal will be conducted in excess of twenty-five thousand dollars (\$25,000.00) in construction value, a cash deposit in the amount of one thousand dollars (\$1,000.00) shall be deposited with the Village Treasurer for the following purposes:

- a. To insure the prompt removal of any dirt, mud, stone or debris deposited on any street, sidewalk or alley within the Village by a general contractor or any of his subcontractors.
- b. To assure completion of all final exterior items including but not limited to: air conditioner, foundation, downspouts effectively discharged, public sidewalks and driveway approaches and any other items to comply with this code.

It shall be the obligation of the general contractor and owner to remove any dirt, mud, stone or debris that the general or subcontractor may have deposited upon a roadway, sidewalk or alley and the removal shall be completed as quickly as it is deposited but no later than 4:00 p.m. at the end of each day. In the event of a violation of any of the terms of this section, the Village Building Inspector shall have the right to revoke the building permit, issue stop work order and levy a fine of one hundred dollars (\$100.00) per incident plus the cost of the cleanup, which will be at the rate of three hundred (\$300.00) per hour. Each day of violation shall constitute a separate offense. The clean up and completion bond shall be released upon issuance of a final occupancy permit.

9. **LANDSCAPING.** All lot areas, including parkway area on Village right-of-way not improved with driveway or building structures, shall be seeded or sodded by the contractor prior to an Occupancy Permit being issued. Front and side yards shall be landscaped with a minimum of 4" of topsoil and sod. Rear yards shall be landscaped with a minimum of 4" of topsoil and sod or seed. All seeded areas must be protected with erosion control measures until seed is established. Prior to Occupancy Permit being issued, the contractor shall also plant not less than two (2) trees per lot frontage within the parkway area. In those situations where two (2) parkway trees cannot be accommodated then one (1) tree may be planted in the parkway area and one (1) in the front yard area. See Tree Planting Specifications LS-90.

10. **TEMPORARY OCCUPANCY PERMIT.** A Temporary Occupancy Permit may be requested between November 1 and April 1 if the necessary landscaping cannot be completed due to adverse weather conditions. The Building Official may also consider issuance of a Temporary Occupancy Permit during other than the above dates when a written request showing reasonable cause has been submitted in advance. The Temporary Occupancy Permit may be issued upon receipt of a Performance Bond, Letter of Credit or Cash Bond (check) from the contractor, or owner, to the Village of Lemont. The above security shall be in the amount of \$5,000.00 or 100% of the contract price for all outstanding work, whichever is greater. A \$500.00 Temporary Occupancy Fee is also required. Said security will be held by the Village until all improvements are completed in accordance with the Code/Ordinance. A Temporary Occupancy permit may be issued to be valid for a period not to exceed five (5) months from its date of issuance. A Temporary Occupancy Permit may be

extended beyond the maximum of five (5) months specified above only when requested in writing and showing just cause as to why said extension is necessary.

11. **YIELDING OF OCCUPANCY.** Occupancy of a building shall not be yielded to any person until a Certificate of Occupancy has been posted. No person shall take occupancy of a building without an Occupancy Permit having been issued.
12. **STREET NUMBERS.** Each structure to which a street number is assigned shall have such number displayed in a position easily observed and readable from the public way. All numbers shall be in Arabic numerals at least four inches (4") high and ½-inch stroke.
13. **REINSPECTION FEES.** Whenever a reinspection is required due to incorrect, incomplete or inaccurate information or construction, an additional fee of \$85.00 for the first reinspection and \$110.00 for all subsequent reinspections will be charged. This fee shall be payable prior to the issuance of a certificate of occupancy.
14. **LATE FEES.** When construction has been started prior to the issuance of a permit for a new building construction (i.e.; single family residence, townhome, condominium, multi-family structure, or new commercial construction), the normal permit fee as required by this ordinance shall be increased by the amount of \$1,000.00. When construction has been started prior to the issuance of a permit for other construction (i.e.; shed, deck, fence, pool, etc.), the normal miscellaneous fee as required by this ordinance shall be increased by the amount of \$50.00.
15. **EXTENSION AND EXPIRATION OF BUILDING PERMIT (Effective January 1, 2014):** Commercial and Residential New Construction: Commercial and residential new construction projects must be started within thirty (30) days of permit issuance and shall be completed within one (1) year. Where the construction process is expected to exceed one (1) year time in completion, a schedule of completion shall be provided at time of application for permit and shall be provided in the issued permit at the discretion of the Village Building Commissioner.
  - a. Where, under the authority of a Commercial and Residential New Construction Permit, work has not commenced within thirty (30) days after issuance of such permit, all rights under such permit shall thereupon terminate and work may commence only after application for and issuance of a new Commercial and Residential New Construction Permit.
  - b. Where, under the authority of Commercial and Residential New Construction permit, work has commenced but has not been completed within one (1) year after issuance of such permit, all rights under such permit shall thereupon terminate, and work may continue only after a Permit Extension has been issued by the Village's Building Commissioner.Commercial and Residential Remodel: Commercial and residential remodel projects must be started within thirty (30) days of permit issuance and completed within six (6) months. Where the construction process is expected to exceed six (6) months time in completion, a schedule of completion shall be provided at time of application for permit and shall be provided in the issued permit at the discretion of the Village Building Commissioner.
  - a. Where, under the authority of a Commercial and Residential Remodel Permit, work has not commenced within thirty (30) days after issuance of such permit, all rights under such permit shall thereupon terminate and work may commence only after application for and issuance of a new Commercial and Residential Remodel Permit.
  - b. Where, under the authority of a permit, work has commenced but has not been completed within six (6) months after issuance of such permit, all rights under such permit shall thereupon terminate and work may continue only after a Permit Extension has been issued by the

Village's Building Commissioner.

All Permits, excluding Commercial and Residential New Construction Permits and Commercial and Residential Remodel Permits: Permits other than Commercial and Residential New Construction Permits and Commercial and Residential Remodel Permits must be completed within forty-five (45) days of permit issuance. Where the construction process is expected to exceed forty-five (45) days time in completion, a schedule of completion shall be provided at time of application for permit and shall be provided in the issued permit at the discretion of the Village Building Commissioner.

- a. Where, under the authority of a permit, work has not been completed within forty-five (45) days after issuance of such permit, all rights under such permit shall thereupon terminate and work may be continued only after a Permit Extension has been issued by the Village's Building Commissioner.

Where, under authority of any permit, work has begun, but has ceased for a continuous thirty (30) days, all rights under such permit shall thereupon terminate and work may be continued only after a new permit, as originally required for the construction project, has been applied for and issued. If, after a period of thirty (30) days following the expiration of any permit, and no subsequent permit has been issued, all structures of portions thereof shall be removed and the site returned to its original condition.

Permit Extension: A Permit Extension may be given in those cases where work has commenced in a timely manner as provided in this Section, but has not been completed. A Permit Extension shall be good for one-half (1/2) the original permit time allowed for completion.

Permit Extension Fees: The fees for a Permit Extension shall be waived for the first renewal, provided no changes have been made on the original plans and specifications for such work. The fee for a second renewal shall be one-half (1/2) the amount of the original permit fee.

Permit Issuance: Upon notification of approval by the Building Department, a permittee must retrieve the approved building permit from the Building Department. All building permits must be retrieved and paid in full within 45 days of the notice date. Any building permit not paid in full and retrieved within 45 days shall expire and be invalidated.



*Village of Faith*

# Village of Lemont

418 Main Street • Lemont, Illinois 60439

## CONSTRUCTION PROCEDURES

### CONSTRUCTION HOURS

Mon-Fri 7:00 am to 8:00 pm • Sat-Sun 8:00 am to 7:00 am

- Dirt, mud, stone or debris on roadways, sidewalks or alleys as a result of construction must be removed as quickly as deposited.
- Silt fence must be properly installed around site perimeter prior to site development. See attached detail.
- Silt fence must be trenched buried up to the lower horizontal line.
- Straw bales must be staked in place around any existing storm inlet or sanitary access.
- Erosion control measures will be inspected at the time of all building inspections. If they are found to be inadequate, the building inspection being performed will be failed.
- Do not mortar beam pockets until after rough inspections.
- All pier pads must be in place per architect's specifications (at full depth) for footing inspection. See concrete section.
- All architect/engineer required steel reinforcement must be in place for footing inspection.
- Spot Survey must be approved prior to rough building.
- Foundation wall flashing prior to exterior veneer.
- Ice and water shield prior to installing shingles.
- Rough plumbing and electrical inspections must be approved prior to the rough building inspection.
- Rated wall separation to underside of roof and extension into exterior soffit/eave. (Two Family Dwellings and Townhomes)
- Shear wall inspection for fasteners before building paper.
- Rough building includes framing, HVAC and fireblocking (See respective sections).
- All wires must be pulled and terminated without devices installed prior to rough inspection.
- Dumpster MUST BE onsite prior to start of framing.
- Completed EIFS forms required for dryvit installation.
- Separate permit required for finished basements, patios and decks if not included on plans.
- Decks are required to be in the buildable yard area. (i.e. setbacks apply)
- When steel reinforcement is required in foundations by architect/engineer a foundation wall pre-pour inspection must be scheduled.
- All flat concrete work requires pre-pour inspection. See concrete section.
- Manufacturer's installation instructions shall be attached to the appliances at final inspection.
- Asphalt driveway base inspection required.
- Attic and basement access required for final inspection.
- Panel access required for electric service inspection.



*Village of Faith*

## Village of Lemont

418 Main Street • Lemont Illinois 60439  
Phone (630) 257-1580  
Fax (630) 257-1598

### **REQUIRED EROSION CONTROL MEASURES**

**NOTICE:** A building permit will **NOT** be issued until all erosion control measures on the property are installed and approved by the Village of Lemont Engineering and/or Building Department.

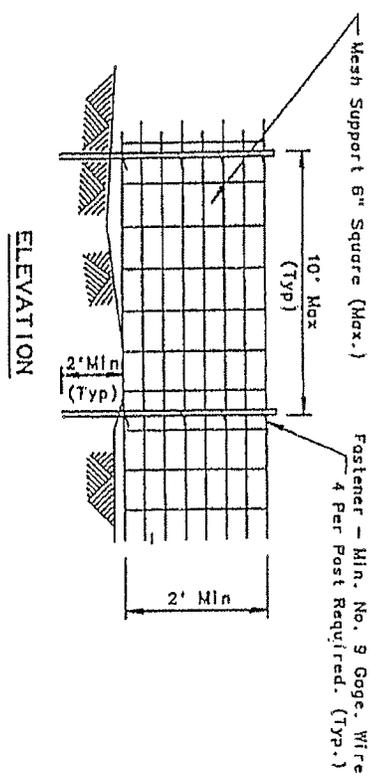
Erosion control measures include, but are not limited to the proper installation of a silt fence around the entire perimeter of the property (all four sides with opening at driveway), and straw bales around any existing storm drains(s) on the property to minimize silt debris run-off from the property.

In addition, the erosion control measures may be inspected at any time during the process of construction, and if found to be deficient, the builder is subject to fines on a daily basis until the control measures are re-established. The erosion control measures will also be inspected at the time of any scheduled inspections, and if found to be deficient, the scheduled inspection will not be performed and will be considered a “FAILED” inspection, subject to re-inspection fees.

The initial installation of the erosion control measures does not require a permit.

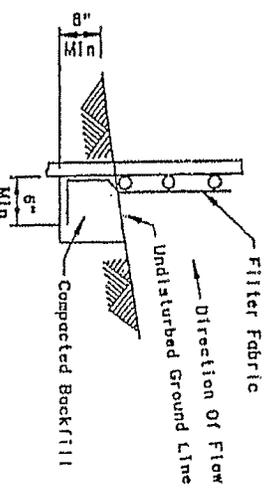
**\*\*\* SEE REVERSE SIDE FOR ILLUSTRATIONS \*\*\***

SILT FENCE PLAN



ELEVATION

FABRIC ANCHOR DETAIL



- NOTES:
1. Top and bottom wires of mesh support shall be min. gage no.9.
  2. Intermediate wires of mesh supports shall be min. gage no. 11.
  3. Temporary sediment fence shall be installed prior to any grading work in the area to be protected. They shall be maintained throughout the construction period and removed in conjunction with the final grading.
  4. Filter fabric shall meet the requirements of material specification 592 Geotextile Table 1 or 2, Class 1 with equivalent opening size of at least 30 for nonwoven and 50 for woven.
  5. Fence post shall be either standard steel post or wood post with a minimum sectional area 3.0 sq. in.
  6. The mesh support may be omitted if a maximum of 5' is used for post post spacing.

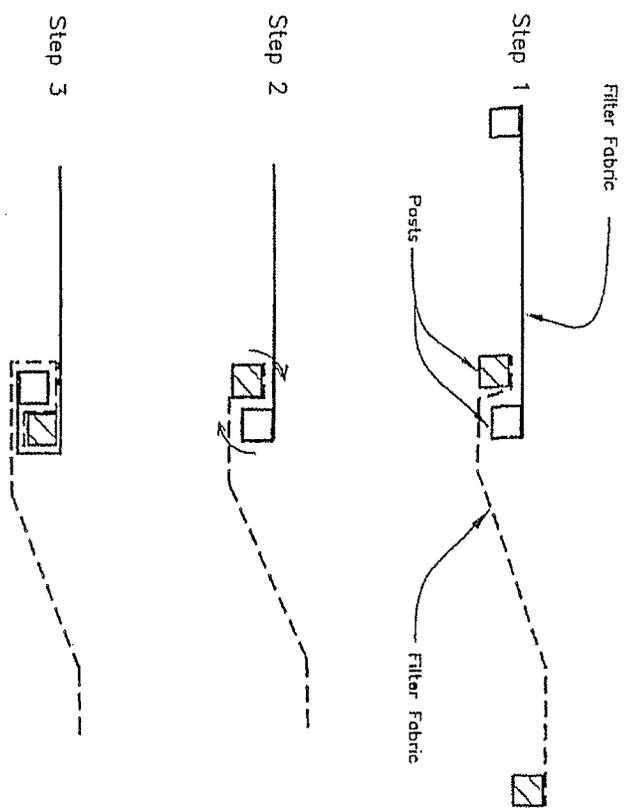
REFERENCE

Project \_\_\_\_\_ Date \_\_\_\_\_  
 Designed \_\_\_\_\_ Date \_\_\_\_\_  
 Checked \_\_\_\_\_ Date \_\_\_\_\_  
 Approved \_\_\_\_\_ Date \_\_\_\_\_

U.S. DEPARTMENT OF AGRICULTURE  
 SOIL CONSERVATION SERVICE  
 ILLINOIS

STANDARD DWG. NO. IL-620  
 SHEET 1 OF 1  
 DATE 2-2-85

SILT FENCE



ATTACHING TWO SILT FENCES

- NOTES:
1. Place the end post of the second fence inside the end post of the first fence.
  2. Rotate both posts at least 180 degrees in a clockwise direction to create a tight seal with the fabric material.
  3. Drive both posts a minimum of 2 feet into the ground and bury the flap.

REFERENCE

Project \_\_\_\_\_ Date \_\_\_\_\_  
 Designed \_\_\_\_\_ Date \_\_\_\_\_  
 Checked \_\_\_\_\_ Date \_\_\_\_\_  
 Approved \_\_\_\_\_ Date \_\_\_\_\_

USDA NRCS  
 NATIONAL RESOURCES CONSERVATION SERVICE  
 ILLINOIS

STANDARD DWG. NO. IL-620  
 SHEET 2 OF 2  
 DATE 1-23-89



*Village of Faith*

# Village of Lemont

418 Main Street • Lemont, Illinois 60439

## Common Plumbing Code Violations

1. All above ground water pipe **must be type "L"** not type "M". All underground water pipe to be type "K".
2. All change in directions of sanitary waste lines must use long sweep 90° or wyes 45°. No standard sweep 90° or sanitary tees allowed on the horizontal.
3. 4" pipe required if more than two (2) toilets are connected to the waste system.
4. Water pipe – only two (2) - ½ fixture openings may be taken off of a single ½ supply pipe. A ¾" or large pipe is required for more than this.
5. All horizontal PVC piping should be supported at least as often as 6'0" intervals.
6. A 2" vented "P" trap is required for each laundry washing machine.
7. **ALL** hose connections must have a permanent vacuum breaker for backflow protection including a laundry tub faucet if a hose can be connected to it.
8. All water services must be at least 10'0" away or 1'6" above any sewer sanitary or storm and must be type "K" copper pipe
9. Sanitary sewer through the wall must be a 5'0" SV or XH cast iron pipe. Balance of the house sewer maybe PVC SDR 35, SDR 26 or SCH 40, but must be 6" in size and have proper transition couplings and connectors used.
10. Hub adapters must be used to connect hub cast iron pipe to PVC pipe inside the building.
11. Sanitary pump discharges must tie into at least a 3" gravity drain.
12. All sanitary sump pits must be vented. Lid must be bolted and gas tight.
13. Food waste grinders must be separately trapped.
14. Dishwasher discharges must go into a wye tail piece and cannot tie into food waste grinders.
15. ½ OD copper water supply to dishwasher is required.
16. An RPZ valve is required for a lawn sprinkler system.
17. All permits issued for construction of new buildings, both residential and commercial, shall have provisions for the installation of approved devices to prevent backflow and back siphonage.
18. All water and sewer services must be inspected before being backfilled.
19. All water and sewer services must be buried a minimum of 4 feet.
20. Water and sewer services (when installed in the same trench) must be separated by installing the water service on a solid shelf, eighteen (18) inches above and to the side of the sewer or minimum 10 feet apart in separate trenches.
21. All sewer services must be laid on a crushed stone bed.
22. Water and sewer services must enter foundation through separate openings minimum 10 feet apart.

23. ALL WATER AND SEWER SERVICES CROSSING A DRIVEWAY, SIDEWALK OR PROPOSED DRIVEWAY OR SIDEWALK, MUST BE BACKFILLED WITH CRUSHED STONE.
24. All water meters must be accessible. Meter located in a crawl space must be located within three (3) feet of access panel.
25. Water service lines into a crawl space area must be below grade with no joints in the service line in this area.
26. Water lines must be adequately insulated in unheated areas to prevent freezing.
27. A minimum bi-monthly water charge of \$34.30 and bi-monthly sewer charge of \$25.00 will be billed to the contractor starting when the building permit is issued. Consumption water rates will apply when the meter is installed.
28. Requests for water meter installation must be made at least seven (7) days prior to request for occupancy. NO OCCUPANCY PERMIT WILL BE ISSUED WITHOUT A WATER METER. Installation of meter can be scheduled by calling the Public Works Department at (630) 257-2532.
29. A water meter must also be installed prior to any landscaping.



*Village of Faith*

## **PROCEDURES FOR CONSTRUCTION & INSPECTION**

- I. **24 HOURS NOTICE IS REQUIRED TO SCHEDULE AN INSPECTION.** Inspections will be scheduled on a first come - first served basis for a morning or afternoon inspection. Morning inspections will begin at 8:30 a.m. Afternoon inspections will begin at 1:00 p.m. Plumbing and Electrical inspections will usually be performed late afternoon/early evening. All inspections are performed Monday-Friday. Call (630) 257-1580 to schedule an inspection.

**OUTSIDE AGENCY INSPECTION FEES:** Any and all fees for review and inspections performed by a third party agency incurred during the development and/or construction process shall be borne by the permittee (including a fee for travel time, if required). A twenty percent (20%) fee of the total Outside Agency Review and Inspection Fee will be assessed for administrative processing fees.

II. Inspections are required as follows:

1. **Erosion Control:** All required erosion control must be in place prior to issuance of permit.
2. **Footing:** Footing is to be formed and inspected prior to pouring concrete. Approved plans **must** be on site. NOTE: We will not inspect for setbacks or elevations other than frost protection. Setback requirements are the responsibility of the Contractor. Foundation (Spot) Survey will verify compliance with setbacks and elevations.
3. **Foundation:** Forms are in place. All required wall reinforcement is in place prior to placing concrete. **REQUIRED ONLY IF WALL REINFORCEING RODS ARE TO BE INSTALLED!**
4. **Foundation (Spot) Survey:** Submitted to Building Department showing foundation elevations and setbacks from property lines. Foundation (Spot) Survey must be certified by the engineer of record, in writing, that all setbacks and elevations comply with Village codes. Foundation (Spot) Survey must be submitted and approved prior to start of framing.
5. **Backfill:** Forms are removed. All dampproofing installed, footing drain tile installed and stoned as required. Wall bracing in place as designed by architect of record and all debris removed from foundation perimeter. Any required exterior wall insulation in place.
6. **Underground Plumbing:** Inspected by Plumbing Inspector. Water service and sanitary installed.
7. **Slab Preparation:** All concrete slabs must be prepped and inspected before pouring. This includes basements, sidewalks, and garages.
8. **Water Taps:** All Residential and Commercial Water Taps must be inspected by the Plumbing Inspector.

9. **Sewer Taps:** Residential Sewer Taps inspected by Plumbing Inspector. Commercial Sewer Taps inspected by a MWRD Inspector (708-588-4055) and the Engineering Department (630-257-2532).
10. **Electric Service:** Ready for utility connection. Upon approval of inspection, Electrical Inspector will notify Commonwealth Edison that service has been approved.
11. **Shear Wall:** All fasteners and ties are installed and inspected before applying building paper.
12. **Wall Flashing:** Foundation wall flashing /building paper is installed and all concrete foundation wall flashing is in place before installing masonry veneer.
13. **Ice & Water Shield:** Before installation of roof shingles an ice barrier consisting of a self-adhering polymer modified bitumen sheet from the lowest edges of all roof surfaces to a point at least 24 inches inside the exterior wall line of the building.
14. **Rough Plumbing:** Inspected by Plumbing Inspector.
15. **Rough Electric:** Inspected by Electrical Inspector. All rough electric must be in place - all boxes must be made up and grounded as needed (wires must be pulled - no devices attached).
16. **Fireplace:** First flue tile is to be set. Hearth forms, steel reinforcing, combustion air opening, and ash dump to be in place. Gas line is to be protected from concrete.
17. **Basement Slab:** Slab must be prepped and inspected before pouring.
18. **Rough Framing:** Prior to insulation. All framing, including fire stopping and draft stopping, must be in place. All stairways other than custom-built finished stairs must be installed. Rough electric and rough plumbing inspections must pass prior to scheduling the rough framing inspection. **Plan for landscape improvements must be submitted at this time if not previously submitted before Rough Inspections will be approved and construction is allowed to continue.**
19. **Rough HVAC:** All concealed parts of the HVAC system must be in place, including fire stopping.
20. **Rough Ceiling Inspection:** All plumbing, electrical, fire alarm and fire sprinkler work must be inspected prior to ceiling tile installation.
21. **Insulation:** Prior to installation of drywall. All previously listed inspections must have been approved. All insulation and air infiltration is to be in place. All soffit ventilation openings and baffles installed.
22. **Installation of Water Meter:** Water meter shall be installed prior to Final Plumbing Inspection. To schedule installation of the water meter contact Public Works Dept. at (630) 257-2532.
23. **Sidewalks & Drives:** Pre-pour inspection required. Layout approved per site plan. All framing, wire mesh and compacted gravel must be in place.

24. **Rough Grading:** 6" fall in 10' slope required away from foundation. Final grading survey required prior to seed or sod. Prior to seed or sod, all storm water discharge (sump pump and downspout) both above and below grade and their points of termination must be installed.
25. **Landscape Improvement Plan:** Plan must be submitted identifying all storm water runoff both above and below grade and their points of termination. Additionally, provide locations of all proposed plantings, retaining walls, sidewalks, decks, etc.
26. **Final Grading/Seeding:** All seeding/sodding and parkway trees installed. When seeding, erosion control must be maintained until seed is established. Installation of landscape improvement plan completed.
27. **Final Plumbing Inspection:** Inspected by Plumbing Inspector. **NOTE:** A Final Plumbing Inspection must be made prior to a Final Building Inspection.
28. **Final Electric Inspection:** Inspected by Electrical Inspector. **NOTE:** A Final Electric Inspection must be made prior to a Final Building Inspection.
29. **Final Building Inspection:** Inspected by Building Inspector includes inspection of final HVAC and structure (interior and exterior). **NOTE:** Final Plumbing & Electric Inspections must be completed and approved prior to Final Building Inspection.
30. **Final Fire Inspection:** For commercial permits, an inspection will need to be performed by the Fire Department. Please call the Building Department at (630) 257-1580 to schedule an inspection. **NOTE:** A Final Fire Inspection is made at the same time as Final Building and Final Health.
31. **Final Health Inspection:** For commercial permits, an inspection will need to be performed by the Cook County Department of Public Health. Please call the Building Department at (630) 257-1580 to schedule an inspection. **NOTE:** A Final Health Inspection is made at the same time as Final Building and Final Fire.
32. **B-Box Inspection:** Inspected by Public Works Water Department only after sod/seeding is in place.
33. **Certificate of Occupancy:** A final Certificate of Occupancy will be issued upon completion of **all** inspections. **WARNING! - NO STRUCTURE SHALL BE OCCUPIED UNTIL A CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED. ILLEGAL OCCUPANCY WILL RESULT IN LEGAL ACTION. DO NOT MOVE PERSONAL ITEMS OR FURNITURE INTO STRUCTURE UNTIL ISSUANCE OF CERTIFICATE OF OCCUPANCY.**
34. **Final Water Meter Reading:** The final reading of the water meter is for water usage during construction. Payment of outstanding water bills and NEW OWNER'S NAME is needed prior to occupancy. Call the Water Department with this information at (630) 257-6277.

**NOTE: Special Inspections for Two Family Dwellings and Townhomes** – All required rated separation walls must be inspected before concealment at underside of roof sheathing and within soffits of adjoining units with continuous rooflines.

The following inspections are required by the Lemont Fire Protection District for commercial projects:

1. **Flushing Inspection:** A flushing inspection of the underground water main for the fire sprinkler is required.
2. **Pressure Testing/Hydrostatic Test:** A pressure test is required for the fire sprinkler system.
3. **Fire Pump Testing:** For new installations, acceptance required prior to occupancy.
4. **Fire Alarm Test:** Witness testing of system to insure proper operation and installation prior to occupancy
5. **Fixed Extinguishing System Acceptance Test:** Witness testing of system to insure proper operation and installation. The same applies for specialized or alternative fire protection systems.
6. **Hood & Duct Inspection:** Witness testing of system to insure proper operation and installation. It applies for specialized or alternative fire protection systems.
7. **Rough Ceiling Inspection:** To check proper fire stopping, pipe bracing for sprinkler system and specialized fire protection systems.
8. **Above Ground Tanks:** Dealing with flammable and combustible liquids and/or gases. Inspection for the proper installation before tank is put into service. Inspection also required by the State Fire Marshall.
9. **Underground Storage Tanks:** The State Fire Marshall and Lemont Fire Protection District should be on-site for installation of tanks. Lemont Fire Protection District should be on-site to witness pressure test of tank before and after installation and product pipelines.
10. **Removal of A/G & U/G Storage Tanks:** The State Fire Marshall Illinois and Lemont Fire Protection District should be on-site to witness removal of tanks for both above ground and underground tanks.

By signing the Procedures for Construction and Inspections document, I acknowledge that I have read and fully understand the requirements. Furthermore, I understand that failure to comply with these procedures will result in my failure to obtain a Certificate of Occupancy until I have complied with all procedures.

---

NAME

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DATE



## **LEMONT FIRE PROTECTION DISTRICT**

**BUREAU OF FIRE PREVENTION**

15900 New Avenue  
Lemont, IL 60439  
Business: (630) 257-0191  
Fax: (630) 257-5318

# **NFPA 25 INSPECTION, TESTING & MAINTENANCE OF FIRE SPRINKLER SYSTEMS**

**Sprinkler systems must be maintained in accordance with the provisions of NFPA 25. Minimum requirements include but are not limited to the following:**

- **A visual inspection of all components checking for damage or obstructions.**
- **Inspection for changes to building that may affect the performance of the system.**
- **Test alarm valves, water flow devices, main drains, dry pipe valves and control valves.**
- **Antifreeze solution shall be tested where applicable.**
- **FD connections shall be inspected and lubricated.**
- **Verification of the proper number of spare heads and types of heads shall be made.**
- **Gauges must be tested for accuracy.**
- **Dry pipe systems shall undergo a full flow trip test every three (3) years.**
- **Heads greater than 50 years old shall have representative samples tested.**

**The Fire Code states that an experienced, trained and competent person or company shall be qualified to perform these types of inspections. When choosing a company to conduct this service, make sure that they are capable of performing the work outlined above.**

**Once the sprinkler system has been tested, please forward a copy of the report to the attention of the BUREAU OF FIRE PREVENTION at the address listed at the top of this page.**

**Please note that NFPA 25 inspections and test reports shall be conducted on an annual basis. This information is needed for your facilities annual fire inspection compliance. Thank you in advance for your cooperation. If you have any questions regarding the servicing of your fire sprinkler system, a fire inspector will be happy to assist you.**

## **RAPID ENTRY SYSTEM (KNOX BOX)**

All newly constructed buildings regardless of use of occupancy, except for residential dwellings under four units constructed prior to the effective date of this Ordinance, unless they undergo remodeling in excess of \$1,000, and/or when sold, or a new occupancy permit is required shall install a approved key box/ cabinet style vault.

-Location of key box shall be approved by the Code Official

-Control and Ordering: The Lemont Fire Protection District shall be in complete control of rapid system entry authorization and operations. Applications for ordering may be picked up at Station #1 between the hours of 8 a.m. - 4 p.m.

Exceptions: Any building or site that has a 24-hour, 7 day a week guard service. If at any time the 24 hour, 7 day per week guard service of the building becomes unoccupied, then the owner shall be responsible for the installation of a rapid entry system within 60 days of termination of occupancy.

-Any single family home or townhouse with its own entrance, although the owner may install an approved system if he or she wishes.