

The Village of Elmwood Park follows current
International Building Code (IBC), Fire, Hvac & Residential Codes and current
National Electrical Code (NEC) & State of Illinois Plumbing Code.

PERMIT REQUIREMENTS:

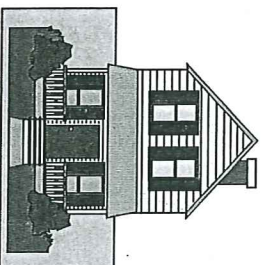
1. Fulfill all of the aforementioned requirements.
2. Submit copy of signed contract of work to be performed.
3. Complete applicable permit(s): *Building, Plumbing, Electrical, Hvac*
4. Submit four (4) sets of architectural stamped plans, and plat of survey (when required).
5. Await Building commissioner's permit approval.

ALL PERMITS MUST BE OBTAINED & PAID IN FULL PRIOR TO ANY WORK STARTED

HOMEOWNERS (DOING OWN WORK):

1. Follow items 2 through 4.
2. Homeowner is required to sign a *Hold Harmless* document.
3. Await Building commissioner's permit approval.

Most permits are issued within one week, but some permit approvals can take approximately 1-3 weeks depending on the scope of work being performed. Once the permit(s) have been approved, the Building department will notify the contractor/homeowner. No permits will be released until all requirements are met. Permits are to be paid in full & the placard displayed at the property in clear view from the street. Inspections are required allowing two (2) working days lead-time. All demolitions of any kind require a permit. If property is suspect of any environmental problems (underground tanks, contaminated soil, etc.), a release from the appropriate State and/or Federal agency will be required.



Rev. 2/23/10