



DEVELOPMENT SERVICES DEPARTMENT
14700 RAVINIA AVENUE
ORLAND PARK, ILLINOIS 60462
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RESIDENTIAL PERMITS

CODES as of May 2017

2015 IBC Building Code w/Village Amendments, Village Code, Title 5, Chapter 1
2015 IRC Building Code w/Village Amendments, Village Code, Title 5, Chapter 1
2015 International Mechanical Code w/Amendments, Village Code, Title 5, Chapter 6
2014 National Electrical Code w/Amendments, Village Code, Title 5, Chapter 3
2014 State of Illinois Plumbing Code w/Amendments, Village Code, Title 5, Chapter 4
2012 International Fire Code w/Amendments, Village Code, Title 5, Chapters 1 & 5
2015 International Property Maintenance Code w/Amendments, Village Code, Title 5, Chapter 7
2015 Illinois Energy Conservation Code (IECC)
1997 Illinois Accessibility Code
2013 ASME A17.1 Safety Code for Elevators and Escalators
2013 NFPA 13, 2013 NFPA 72, 2013 NFPA 17A, 2013 NFPA 96

Permit Fees – [Village Code, Title 5, Chapter 2](#)

REQUIREMENTS AT TIME OF APPLICATION

1. Two (2) sets of plans with architect's signature and seal for new residences except for single story additions less than 600 square feet.
2. New Single Family Residential homes and additions must include the following information **on the sealed drawings**:
 - Gross area and Net area (square feet) of the building and subtotals for each floor. Gross areas are measured to the exterior face of finish. (Gross areas include finished and unfinished basements, garages, but not attic spaces or crawl space). Net areas are measured to interior face of walls of all finished and conditioned spaces.
 - Site plan designating zoning district, building setbacks, mean building height from grade plane, and lot coverage calculation
 - Street Address of the Project
 - List of applicable building codes with structural design loads used.
 - Total BTU input for all gas appliances and the size of the incoming service line
 - Light and vent schedule for any spaces that require light and ventilation per code.
 - **See Attached typical Residential Plan Specifications.**
3. Building permit, zoning permit, electrical permit and plumbing permit to be completed as follows:
 - **Building Permit**
Exact address, lot number and subdivision
Tax I.D. number and valuation figure
Complete list of subcontractors and general contractor with names and addresses
Signature and date
 - **Zoning Permit**
Name of applicant, address and telephone number
Owner of property
Proposed use
Signature and date

- **Electrical Permit**
Job address
Number of circuits, outlets, etc.
Electrical contractor's name and address
Signature and date
- **Plumbing Permit**
Job address
Number of fixtures, etc.
Plumbing contractor's name, address and license number
Signature and date
- **Mechanical Permit**
Job address
Number of furnaces
Number of air conditioners
HVAC contractor's name, address
Signature and date

4. Proposed survey as per instructions below.
5. Approval letter from Homeowner's Association/Developer if required.
6. All contractors must be Licensed & Bonded with the Village of Orland Park before the permit can be released. Contractor licenses are \$300.00 for General Contractors and \$75.00 for Sub-contractors. Surety Bonds are required in the amount of \$20,000 for all sub-contractors. General Contractors must supply us with a \$20,000 Surety Bond. A General Contractor's License is required for **anyone** who is acting as a general contractor.
7. No fees are required at the time of application. Permit fees, including impact fees, will vary depending on the subdivision, square footage of the house, number of bedrooms, etc. After reviewing application and plans, you will be notified when the permit is ready to be issued and what fees are due.

Surveys

“Proposed” surveys will show (prior to breaking ground):

- Accurate foundation location and footprint
- High/Low foundation elevations and locations, and building corners (U.S.G.S. datum)
- Driveway and service walk, locations and elevations
- Driveway grade (must be less than 10%)
- Top of curb elevations at property lines
- Grading: Ground elevations at all lot corners, summits and drainage swales
- Any adjacent foundation elevations

“As Built” surveys will show (prior to lumber):

- Actual foundation footprint and location
- All foundation steps and brick ledge locations/elevations (U.S.G.S. datum)

“Final Grade Certification” (prior to occupancy):

- Permit applicant shall submit certification stating property as developed conforms to the approved engineering grading plan (and the proposed survey)

All of the above must be prepared by a licensed Professional Engineer or an Illinois Professional Land Surveyor.



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Job Name: _____

Permit # _____

Address: _____

Permit Type: _____

Date: _____

RESIDENTIAL PLAN SPECIFICATIONS

Permit Plan Construction Drawings

*Village Code (VC) Title 5, Chapter 1 amendments

- ___ 1. **Site Plan(s)** *(107.2.5): ___ Property lines, dimensions ___ Setbacks for all structures ___ Legal survey ___ Grading elevations proposed plan ___ Lot % coverage (all improvements per LDC Districts)
-
- ___ 2. **Plans** - State licensed Architect or Structural Engineer (107.4.3): 600 sq ft or more **or** 2-story (See *4. E.)
 ___ List Applicable Codes on plans ___ 2 architectural sets ___ 1/4" per ft. scale *(107.2.1)
-
- ___ 3. **General Plan Topics** *(107.1): ___ Building Area/Stories ___ Structural ___ Soil Report ___ Electrical (VC, 5-3)
 ___ Mechanical (VC, 5-6) ___ Plumbing (VC, 5-4) ___ Energy (5-1-13) ___ Anchored brick veneer *(501.3.1)
 ___ Building & Wall heights ___ Room Sizes ___ Room finishes ___ Door sizes ___ Room Light/Vent.
 ___ Address on Plan ___ 4" Address No. on Bld. ___ Safety Glass ___ Insulation ___ Vapor Barriers ___ Exposed surfaces(720.2) & Foam(2603.4)
-
- ___ 4. **Building Specific Plan Details** *(107.3)
- ___ A. **Floor Plan:** ___ layout, **Uses for all** rooms & spaces ___ Basement _____
 - ___ B. **Exterior** ___ Blg Height/Stories ___ Dimensions, ___ opening sizes, ___ wall/roof finish materials
 - ___ C. **10" Concrete Fnd. Wall*** ___ Footing size & depth ___ Concrete Floor ___ Drainage ___ Bolts
 - ___ D. **Dimensions:** all construction & spaces _____
 - ___ E. **Structural Frame Details** ___ Wall Sections ___ Floors ___ Walls/bracing ___ Ceilings, Roof,
 ___ Beam Sizing, ___ Joist/rafter sizes, ___ Lumber grading. ___ *Structural/Calcs-per code official
 ___ Rafter joist/truss actions ___ Pre-fab Truss Engineering *(107.3.4 & Chapter 23) _____
 - ___ F. **Room Planning** *(1208) ___ Min. Areas ___ Min. Ceiling Height ___ Min. Widths Dimensions
 ___ Natural Light 8% min. ___ Natural Ventilation 4% min. ___ 2% light and Vent Basements
 - ___ G. **Materials Details, Specify all:** concrete, masonry, wood, wallboard, floor, ceiling finishes, insulation
 - ___ H. **Egress:** ___ 5.7 sf. Escape Window/Size Bedrooms/Basements (1029) ___ Opening Height Max 44"
 ___ Door sizes (1008.1.1) ___ 36" Landings, Corridors ___ Space Height/Widths ___ Stairways
 ___ Treads: max. 7-3/4" Rise & min. 10" Run (1009.7.2) ___ Handrails 34"-38" ___ Ramps ___ 36" Guardrails
Other: _____
 - ___ I. **Energy Zone 5A & Table 402.1.1** ___ Glass **.32** & Skylights **.55** U-Factors ___ Ext. Walls **R20 or 13 +5**
 ___ Ceiling **R-49, R-30-Vault (500 sf max)** ___ Floor **R-30/19** ___ Basement Wall **R-15/19** ___ Slab **R-10-2'**
 ___ Crawl Walls **R-15/19** ___ Air Barrier. ___ Duct Seals ___ Energy rated Equipment
 ___ Fireplace Doors & Combustion Air, ___ Air Leakage Test ___ Res-Check for Design
 ___ **Certificate at electrical panel**, w/ Max 44" R-values, U-factors, heating, cooling ___ water heating equipment.
 ___ See Village **Energy Review Checklist**. *(1301.1) _____
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- ___ 5. ___ **Electrical** ___ Service Details, ___ Elec. Outlets/Switches Locations ___ Smoke Detectors
-
- ___ 6. ___ **Plumbing** ___ fixtures ___ Water Supply ___ Drainage ___ Venting Plan ___ Passive Radon
-
- ___ 7. ___ **Mechanical Systems** (VC 5-6) ___ Labeled Equipment/BTU ___ Supply & Return Ductwork
 ___ Toilet Rm. Vents. ___ Clearances ___ Kitchen Stove Venting. ___ Fireplace ___ Combustion Air
-
- ___ 8. **Additions, Remodel/Alt.** Details (107.3): ___ **new** construction details ___ **existing** construction ___ See notes above ___ Other: