

# The Village of South Barrington

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## **BUILDING ADDITION, EXTERIOR ALTERATION, DECK, PATIO, GAZEBO, PERGOLA, TENNIS OR SPORT COURT PERMITS**

**SCOPE:** The following permit information is applicable for any addition, exterior alteration, wood deck, paver patio, gazebo, pergola, tennis court, etc.

### **REQUIRED APPLICATION MATERIALS:**

- Permit Application Form (typed)
- Two sets of Architectural Drawings (stamped & sealed required for additions)
- Plat of Survey showing existing building location
- As-built septic system plan (if applicable)
- Subdivision Architectural Approval Letter
- \$\_\_\_\_\_ Application Fee
- \$\_\_\_\_\_ Plan Review Fee

### **LOCATION CRITERIA:**

1. No portion of permitted project may extend into the required front, rear or side setbacks of the property. (Certain exceptions for The Woods Subdivision)
2. The addition must be located so that all required minimum distances to septic system components and access to the well are maintained (if applicable). The as-built septic system components shall be indicated on the site plan whenever the addition is located on the septic side of the house. The following are the minimum distances required:

Building to septic tanks	10 feet
Building to drop boxes	20 feet
Building to septic trenches	20 feet

If septic system revisions are necessary to maintain these minimum distances, all septic revision work must be completed **before** the building permit can be issued. The septic work is completed under a separate permit with the Village and requires a Septic Engineer to prepare a septic design drawing indicating all work required.

**ARCHITECTURAL DRAWING REQUIREMENTS:** All architectural plans shall conform to the requirements outlined in the Village “Architectural Plan Review Checklist” and shall include at least the following:

- ❑ **Site Plan** showing all existing and proposed improvements on the lot, septic system components, setback lines, downspout lines that are affected by the addition, intended path of access to the addition during construction, protection of septic field with rope, and all critical dimensions indicated.
- ❑ **Foundation Plan**
- ❑ **Floor Plan(s)**
- ❑ **Elevation(s)**
- ❑ **Wall section(s)**

**MISCELLANEOUS INFORMATION:**

1. If the proposed addition increases the “Bedroom” count of the project, additional septic work may be required to bring the size of the septic field into compliance with the Village Septic Ordinance.

If the size of the septic field must be increased, all septic revision work must be completed **before** the building permit can be issued. The septic work is completed under a separate permit with the Village and requires a Septic Engineer to prepare a septic design drawing indicating all work required.

2. The existing septic field shall be protected at all times during construction to prevent traffic from entering the septic area. The septic field shall be protected by a 4 foot tall, orange, snow fence. **Absolutely no traffic is allowed on the septic field.**
3. A new Plat of Survey prepared by a Registered Illinois Land Surveyor must be prepared upon completion of the addition. The survey must show the exact house and addition locations with dimensions to all critical points.
4. A split performance deposit is required from the General Contractor and owner at the time the permit is issued. In the event that damages result from any construction or landscaping work, or if the spotted survey indicates that the project encroaches into a required yard, the deposit will be retained until the problem is resolved to the satisfaction of the Village Building Department.

**PERMIT FEES:** The permit fee structure varies with each type of project and is available upon request.