



VILLAGE OF SOUTH BARRINGTON
30 S. Barrington Road
South Barrington, IL 60010
Phone (847) 381-7510 | southbarrington.org

BUILDING ADDITION PERMITS

SCOPE: Applicable for building additions including garage, sunroom, indoor pool, etc.

REQUIRED APPLICATION MATERIALS:

- ❑ Complete unrestricted PDF file permit submittal of all documents to permits@southbarrington.org
- ❑ Hard copy permit submittal of all documents to include:
 - ❑ Permit Application Form (www.southbarrington.org, Government, Building & Engineering)
 - ❑ Two (2) sets of architectural drawings signed & sealed by an Illinois Licensed Architect
 - ❑ Two (2) copies of Scaled Engineered Site Plan with topography, dimensions, proposed grade changes
 - ❑ As-Built Septic System Plan (if applicable)
 - ❑ Copy of contract or proposal with estimated cost of construction
 - ❑ Subdivision HOA Architectural Approval Letter
 - ❑ \$ 500.00 Application Fee (no credit cards)
 - ❑ \$ 500.00 Deposit toward Plan Review Fee (no credit cards)

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 address the following:

- ❑ **Scaled Engineered Site Plan** showing all existing and proposed improvements on the lot including topography, grade changes, septic system components, setback lines, downspout lines that are effected by the addition, intended path of access to the addition during construction, protection of septic field with fencing and all critical dimensions indicated.
- ❑ **Foundation Plan**
- ❑ **Floor Plan(s)**

- ❑ **Elevation(s)**
- ❑ **Wall section(s)**
- ❑ **Others as needed to adequately describe the scope of work**

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 licensed Engineer knowledgeable in the design of septic systems 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 protective 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 adjacent property line and all critical points.
4. Re-Inspections: Whenever re-inspection of any construction work is required due to the failure of the work to meet the requirements of any ordinance of the Village, a re-inspection fee of eighty-five dollars (\$85.00) shall be paid to the Village prior to the performance of the re-inspection.

PERFORMANCE BOND DESPOSIT:

A performance bond deposit (cash or check) is required from both the general contractor and the property owner at the time the permit is issued. In the event that damage occurs to village streets, easements, etc. 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. “Request for Release of Performance Bond Deposit” forms are available on line at www.southbarrington.org.