



INTERIOR REMODEL, FINISHED BASEMENT, ATTIC & BONUS ROOM PERMITS

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:
 - Building Application (www.southbarrington.org, Government, Building & Engineering)
 - Two (2) sets of Architectural Drawings (stamped)
 - Copy of contract or proposal including estimated cost of construction
 - Septic As-Installed Drawing (if adding a bedroom)
 - \$150.00 Application Fee (no credit cards)
 - \$500.00 Deposit toward Plan Review Fee (no credit cards)

ARCHITECTURAL PLANS:

Architectural plans should fully indicate the nature, extent and scope of the proposed work including, but not limited to the following information:

- All walls, doors, access panels, etc. must be shown and dimensioned.
- All wood in contact with concrete must be pressure - treated.
- Indicate the finished ceiling materials and heights.
- (If dry walled, all junction boxes, dampers, etc. must remain accessible.)
- All electrical outlets, switches, and lights must be shown.
- (No point along a wall can be more than 6 feet from an outlet.)
- Location of all proposed plumbing fixtures must be shown.

MISCELLANEOUS INFORMATION:

1. Surcharge For Construction Without A Permit: In addition to all fees otherwise provided for herein, a fee surcharge of fifty percent (50%), but not less than one hundred dollars (\$100.00) nor more than five thousand dollars (\$5,000.00), shall be assessed if construction is started before the necessary permit(s) is(are) obtained. (Municipal Code 8-1-6-1)
2. The building permit fees and estimated value of construction are calculated by the Village and are based on the total square footage of the space being finished.
3. 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 DEPOSIT:

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 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.